4. Project start, monitoring and end

EORTC — European Organisation for Research and Treatment of Cancer
The future of cancer therapy

My grant has been approved by the QLG EC!

Is a contract agreement set in place?

No → Write an email to QLG treasurer

Yes → Start of project

Is your project a study (module or non-module)?

No → Interim monitoring reporting (before each QLG meeting) for ALL the projects:
- Submit follow-up forms before each QLG meeting to the PMDC (**pmdc@eortc.org**)
- Present your project at a parallel session during the QLG meeting (write to QLG secretary to organize)
- PMDC chairs present current status of all projects in PMDC plenary session

Yes ↓

DON'T FORGET…
- **Before the start of your data collection**, please submit to the QLD staff (**pmdc@eortc.org**) a copy of **ethics approval (if applicable), informed consent form, protocol, list of PIs and sites**
- **After the data collection is finished** and **before your analysis**, please submit a copy of your **locked database** to the QLG data repository.
- Data that is sent to the data repository will be checked to see the reproducibility of the results of your final paper.

Delays, issues, or problems reported to PMDC?

Yes → PMDC chairs discuss with PIs and finds a solution together

No → Continue with project

Once you are close to completing your project*…

*QLG-funded projects are done on behalf of EORTC QLG. Manuscripts based on these projects MUST be reviewed by the QLG EC before they can get the 'EORTC QLG' label (see manuscript review procedure)

Did you do a Phase I-III module?

No → Submit a final report and related publications to the PMDC and to the QLG EC and present your project at the QLG plenary session!

CONGRATULATIONS!! You have completed your project!

Yes → Submit Phase I-III report(s) and then see fast track procedure!