

CBCRP Advocate Engagement and Compensation Rubric

February 6, 2017

LOI and Application Preparation:

Component	Letter of Intent (LOI)	Full Proposal	Advocate Compensation*
Research Idea	Discuss ideas with advocate to focus the research question on areas of greatest relevance/potential real-world impact	Discuss ideas and methods with advocates to ensure that the research is relevant, well-designed, ethical and has the highest potential real-world impact	
Study Design	Explain research approach in lay language to stimulate discussion and innovation and elicit questions from a fresh perspective	Engage in discussions to ensure quality science, transparency, and that research can be applied as soon as possible. If human subjects are involved include discussion about access to data, minimizing patient burden in the clinical trial process	Reimbursement for expenses for in-person meetings, mileage, parking, tolls
Letters of Collaboration	Discuss the role the advocate will play in the project design, implementation, interpretation and dissemination of results	Discuss the activities the advocate will undertake to support the project design, implementation, interpretation and dissemination of results Write joint letter of collaboration	
Proposal Writing	Collaborate with advocate to incorporate the patient's perspective in the proposal. and to review/edit proposals for greater communication impact Review LOI for readability and relevance	Collaborate with advocate to review all programmatic materials and to review grant proposals for readability and relevance	
Submission	Notify advocate of full application submission invitation or decline	Notify advocate of funding decision	

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Conducting Funded Research

Component	Full Proposal	Advocate Compensation*
Implementation	Participate in mentoring of young researchers If human subjects are involved in the project engage advocates to help: <ul style="list-style-type: none"> • Write/design recruitment materials for trials • Review trial eligibility, questionnaires, and consent forms • Provide feedback on ethical concerns related to human subjects research 	Hourly rate or honorarium at an agreed amount for time and effort Reimburse for any out-of-pocket expenses for helping with focus groups or patient educational materials
Quarterly Meetings	Invite advocates to lab/research meetings to provide feedback on the project's progress and whether it will have tangible outcomes in the long term and to suggest new perspectives on the problem	Stipend for in-person meeting Reimbursement for expenses for in-person meetings, mileage, parking, tolls
Results	Provide feedback on how patients would interpret study results Encourages culturally sensitive interpretation of findings Suggestions on where to take the research next	

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Dissemination and Implementation

Component	Full Proposal	Advocate Compensation*
Dissemination	Collaborate with advocates to: <ul style="list-style-type: none"> • Present research finding to communities • Serve on planning committees for patient symposia • Participate in panel discussions at public events • Write newsletter articles • Present posters on the research at national meetings 	Name the advocate on printed materials and posters Fund the advocate to attend a national scientific meeting for continued education Funds for advocate or community-led dissemination of research results

*The types and levels of compensation for advocacy involvement will vary depending on the advocacy activities being undertaken, the mechanisms for payment in place at the institutions and organizations and the logistics of the collaboration. Descriptions of compensation in this section are meant to be examples. Only some options may be appropriate for a given project and there may be additional options for compensating advocates that are not listed here.

Compensation ranges for entire awards:

- Involvement Level: Feedback on project and quarterly meetings (travel, time, meeting attendance):
 - Typical Compensation Range for a single advocate - IDEA - \$500 - \$2,500;
 - Translational Award \$1500-\$5,000

- Involvement Level: Contributing to grant writing, community-led dissemination and/or patient recruitment in addition to meetings:
 - Typical Compensation Range for a single advocate - IDEA - \$3,000 - \$6,500;
 - Translational Award \$6,000-\$15,000

Note: Investigators and advocates should consult with their institutions to put logistics in place for items such as honoraria, contracts, and other advocate expenses.

For those with more questions:

- Visit the CBCRP website at <http://www.cabreastcancer.org/approach/advocacy-involvement/resources-for-investigators.html> for samples of advocacy involvement descriptions and letters of commitment.
- Contact CBCRP Program Officers by calling 1-888-313-2277.