IASLC Staging Project Funding Policy for Data Submission

The IASLC Staging Project is an international effort to study and improve the current staging system for lung cancer, mesothelioma, thymic and esophageal cancer. Over the past two decades, the International Association for the Study of Lung Cancer (IASLC) Staging Project has been a steady source of evidence-based recommendations for the TNM classification for lung cancer published by the Union for International Cancer Control and the American Joint Committee on Cancer. The Staging and Prognostic Factors Committee (SPFC) of the IASLC is committed to ensuring that the IASLC Staging Project database truly represents thoracic cancer worldwide. To do this, there is funding available for services or institutions interested in providing data for the project. Interested services or institutions should review the following guidelines prior to submitting a Funding Application Form. Priority will be given to developing countries as well as to institutions filling a gap within the dataset.

Application Guidelines

- Services or institutions located in developing countries such as the regions below are considered priority. However, institutions in other countries will also be considered if they can provide “large-volume” (>500 cases) of quality data entered directly in to the electronic data capture (EDC) system or data that fulfills a gap within the dataset. To see if your service or institution is located in a country that is considered developing please click here.
  - India
  - South East Asia
  - Africa
  - Central and South America
  - Eastern Europe
  - Middle East
- Priority will be given to those services or institutions registering cases that fill gaps within the dataset including:
  - Advanced stage disease
  - Early-stage disease
  - Clinical trials
  - Geographic/ethnic diversity
  - Molecular data
- Funding will NOT be given to individuals
- Funding will be based on the individual needs of the services or institutions and can be used for the following:
  - Start-up (up to $20,000)
  - Data Entry (up to $7-10 per case)
    - Reimbursement on the higher end will be considered for data containing both complete anatomic and molecular features
- Funding per registered case will only be considered in exceptional circumstances provided that the registered data is complete. Complete data will include the following:
  - Demographics: sex, age, etc
  - Histopathological diagnosis, cell type and date. Info regarding histology and cell type can be found in the 2015 WHO guidelines.
  - Full cTNM and pTNM, if cancer is resected, including the T, the N and the M descriptors.
  - Treatment and date
  - Vital status at follow-up and date
  - Molecular markers
  - Patient follow-up must be included in all retrospective and prospective cases submitted
• A two-stage funding process may be considered on a case-by-case basis
  o 1\textsuperscript{st} stage – Facilitating the initiation in the setup and registration process
  o 2\textsuperscript{nd} stage – Reimbursement based on the quality of the registered data
    ▪ Quality will be based on complete criteria above as well as the discretion of CRAB to use the data for analysis

• Applicants must submit a complete Funding Application Form to staging@iaslc.org

**Application Review and Decision Process**

• Applications will be evaluated by the grant review committee comprised of the SPFC chair, SPFC past-chair, SPFC chair-elect and the chairs of the four SPFC domains (lung, mesothelioma, thymic, and esophageal). Other members may be added to the review committee at any time. The committee requires up to 4 weeks for review.

• Applications that are approved by the SPFC committee will be submitted to the IASLC for final approval. The IASLC requires up to 2 weeks for review after the receipt of the application from the SPFC review committee.

• Decisions will be provided to the applicant via email within 7 weeks following submission.

**Grant Payment Information and Reporting**

**Payment**

• Grantee will be required to set-up an account with the IASLC finance department by emailing stephanie.lenhart@iaslc.org.
  o Grantee will need to provide the following information:
    ▪ Name of Institution and address
    ▪ Name of payee and address
    ▪ Bank Name
    ▪ Bank Address
    ▪ Currency preferred
    ▪ Account Number
    ▪ SWIFT Code
    ▪ Wire ABA/Routing Number
    ▪ Branch Code
    ▪ ID Type: EIN or GUID
    ▪ Any other pertinent information required for transfer of funds

• Start-up money will be paid in three installments
  o Installment 1: one third will be paid as soon as the application is approved
  o Installment 2: one third will depend on the performance of the institution and quality of data received
  o Installment 3: the remaining third will be paid after follow-up data is submitted to the database

• Data-entry money will be paid quarterly in two installments
  o Installment 1: one half will be paid upon approval of quarterly reports; approval will be based on quantity and quality of data submitted.
  o Installment 2: the remaining half will be paid after follow-up data is submitted to the database.

**Reporting**

• Quarterly progress reports will be required for continual funding.
• Reports will be submitted to staging@iaslc.org
• Reports will be reviewed by CRAB, the grant review committee, and the IASLC office for accuracy and quality of data.