ELTR Project Development Approval Diagram

1. Submission of the ELITA/ELTR study proposal
- **To be sent to**: ELITA Secretary

2. Checking if requested data is available
Responsible: ELTR General Manager/Data manager

3. Dissemination ELITA/ELTR study proposal to the ELITA Scientific Working Group
- **Dissemination responsible:** ELITA Secretary
- **Study proposal feedback responsible**: ELITA Scientific Working Group

4. Approval

YES

5. Approval documents to be sent:

- **Approval letter** (See Template: Letter of acceptance_V.1.2020)

Responsible: ELITA Secretary

- **Invoice** (See template: ELTR studies fee payment_V.1.2020)
  Different invoices depending on if it is an industrial or academic applicant and/or if it is associated with ELTR or not.

Responsible: Anne Marie Lamérant

6. Check that the payment has been made by the investigator

Responsible: ELITA Treasurer & Anne Marie Lamérant

7. Sign of the ELTR data processing agreement (DPA)

Responsible: ELTR data manager

8. Project Follow-up *(Project monitoring will be done every 3 months)*

Responsible: A board member will be assigned to monitor the project performance at the time of approval.

Tasks: Collect all the scientific information derived from the research: papers, abstracts, congress communications, etc

9. Letter of acknowledgment and project closure

Responsible: ELITA Secretary

NO

5. Not approval documents to be sent:

- Send the **ELITA Scientific Working Group feedback** (highlighting the parts that need to be corrected)

Responsible: ELITA Secretary

Once the project is amended