

For consideration as a consumer reviewer, an individual must be:

- A survivor of, or, person living with sleep disorders
- An active participant in a sleep disorders–related organization (support, outreach, or advocacy)
- Up to date on the latest sleep disorders–related science (from a layperson’s perspective) and able to demonstrate an interest in extending his personal scientific knowledge about sleep disorders
- Willing and able to articulately represent the views of the sleep disorders community rather than his/her personal perspective
- Proficient in basic computer skills, have reliable and consistent access to a computer with internet connection as most work is performed on a web based platform, and able to download programs to his/her computer
- A high school graduate or equivalent who is fluent in reading, speaking, and writing in English
- Able to travel to the Washington DC area for onsite peer review meetings

Additionally, nominees need the ability to work independently to meet deadlines, be comfortable reading a large volume of complex material in a defined, short period, be capable of providing written analysis, be receptive to feedback, and be able to participate in group discussions about the proposals.

The Department of Defense, Peer Review Medical Research Program Overview

The office of the Congressionally Directed Medical Research Programs (CDMRP) was born in 1992 from a powerful grassroots effort that resulted in a congressional appropriation of funds for breast cancer research. This initiated a unique partnership among the public, Congress, and the military. Since then, the CDMRP has grown to encompass multiple targeted programs and received more than \$11 billion in appropriations from its inception through fiscal year 2017. Funds for the CDMRP are added to the Department of Defense (DoD) budget, in which support for individual programs such as the Peer Review Medical Research Program (PRMRP) is allocated via specific guidance from Congress.

The CDMRP welcomes patients, survivors, caregivers and/or family members and advocates who want to play a pivotal role in the future of biomedical research funding. CDMRP's mission is to transform healthcare for our Service members and the American public. By utilizing consumers, they ensure that those who have the most experience, who understand the effects of a disease, an injury, or a condition have a seat at the table. By integrating patients and survivors into the scientific review process, the CDMRP is able to enrich the scientific review with personal perspective, passion, and a sense of urgency that ensures the human dimension is incorporated in the research focus. Selected consumer reviewers are expected to bring their community's perspective, their lived experiences, and a sense of urgency to the process of identifying excellent research focused on sleep disorders.

For fiscal year 2018, Congress has appropriated \$330 million for the PRMRP.

All research proposals submitted to CDMRP for funding go through a two-tier review process to identify the best research. In the first tier—peer review—proposals are reviewed for their technical merit. In the second tier—the programmatic review—proposals recommended from peer review are compared to each other, and funding recommendations are made based on technical merit, the relevance to the mission of the DOD and the PRMRP, and the specific intent of the award mechanism. Our process selects consumers for the first tier, peer review process.

Once you submit your letter of nomination, and the nominee completes their packet, they are interviewed by our staff and a determination will be made if they would be a good fit for the FY2018 program. Our selection process involves vetting the nominees based on their advocacy, availability, geographic location, to name just a few of the criteria. If approved, they will receive correspondence that provides "next steps".

Peer Review meetings will be scheduled between June through December of 2018 and perhaps into early 2019, if needed. Approximately a month before the peer review meeting, scientist and consumer reviewers are assigned a number of proposals to review. Scientist reviewers are required to develop detailed written comments on the proposed work's feasibility, research design, impact, and other scientific aspects.

Consumer reviewers focus their written reviews on the significance of the proposed work as it relates to improved medical care, enhanced quality of life, and the potential of the work to make an impact toward ending sleep disorders.

We estimate that preparation time prior to the peer review meeting requires at least 40 hours and this includes mandatory orientations and trainings conducted via webinars and/or telephone.

THE PEER REVIEW MEETING

Peer review panels meet for formal discussions of the proposals; at which time scientists and consumers orally present their comments to the panel. Following deliberation, the panel scores each application's merit.

Panel meetings may be held onsite, conducted online, or conducted by teleconference or by videoconference. Onsite meetings are held in the greater Washington,DC/Baltimore,MD area over a 1-day to 2-day window. Travel, accommodations, meals, and a consultant's fee will be provided to each consumer reviewer who participates and completes the full review process.

The number of consumers required each year is dependent upon Congressional funding and the number of research proposals received; participation cannot be guaranteed.

The peer review process is confidential, and although the consumer is not permitted to share details of their participation, they are provided with a CDMRP approved press release after the completion of their service. This press release will identify them, their nominating organization, and provides them with an appropriate vehicle to announce their service to the community.

Consumer involvement is a hallmark of the Department of Defense, Congressionally Directed Medical Research Programs and we hope your organization will consider nominating a worthy consumer to represent your organization and the community.