

Research Proposal

1. State the problem and the purpose of the proposed research. Include the present knowledge relevant to it and significance of the results. Include your research questions. Cite appropriate literature.
2. Describe the research procedure. Explain step by step what the participants will be asked to do.
3. If you are using special populations, provide rationale for doing so. Special populations are considered “vulnerable” or require special consideration by the federal regulatory agencies and by the IRB.

Recruitment Procedures

4. Describe how participants will be identified and recruited. Attach all recruitment information, e.g., advertisements, bulletin board notices, and recruitment letters for all types of media.

5. Will participants receive incentives before or rewards after the study? If yes, explain. (Note: this information must be outlined in the consent document.)

Risks and Benefits of the Research

6. Identify the risks (current and potential) and describe the expected frequency, degree of severity, and potential reversibility. Include any potential late effects. (Note: risks can be psychological, physical, social, economic, or legal.)

7. Does the research involve (check all that apply):

administration of drugs, and chemical or biological agents

administration of physical stimuli changes in diet or exercise

use of private records (medical or educational records)

possible invasion of privacy of participant or family

deprivation of physiological requirements such as nutrition or sleep

manipulation of psychological or social variables such as sensory

deprivation, social isolation, psychological stresses

the collection of personal or sensitive information in surveys or interviews presentation of materials that participants might consider offensive, threatening, or degrading

other risks: specify _____

Describe the precautions taken to minimize risk and the appropriate credentials of the researchers involved:

8. Why are the risks and inconveniences mentioned above reasonable? What is the expected scientific yield from the project? Please justify the risks in relation to the anticipated benefits to the participants and in relation to the importance of the knowledge that may reasonably be expected to result from the research.

9. Benefits of participation: List any anticipated *direct* benefits of participation in this research project. If none, state that fact here and in the consent form. The knowledge gained from the study could produce a benefit to society. Payment is not considered to be a benefit of participation. Any benefits of treatment should be listed as potential benefits. State in your consent form that any medical treatments incurred is not the responsibility of the investigator or of Lubbock Christian University.

Confidentiality of Data

10. Describe provisions made to maintain confidentiality of data. How will the data be coded? Will it be necessary to track subjects over time and match them with the data? If tracking is necessary, how will it be done?

11. Who will have access to raw data? Will raw data be made available to anyone other than the Principal Investigator and immediate study personnel (e.g., school officials, medical personnel)? If yes, who, how, and why? Describe the procedure for sharing data.
12. Where will the data be kept and for how long? How will the data be secured?"
13. How will survey responses, notes, audio and video tapes be disposed of? (Disposition of notes, survey responses audio and video tapes should be included in consent form.)

Informed Consent Process

14. Capacity to consent. Will all adult participants have the capacity to give informed consent? If not, describe the likely range of impairment and explain how, and by whom, their capacity to consent will be determined.
15. Is the informed consent document attached?

16. How will participants' understanding be assessed? What questions will be asked to assess the participants' understanding; will there be written responses; will understanding be assessed at other points in time? Will participants be given an opportunity to ask questions?

17. In relation to the actual data gathering, when and where will consent be discussed and documentation obtained, for example, immediately prior to the data collection or several days before? Be specific.

18. Will the investigator(s) be securing all of the informed consents?

19. If no, name the specific individuals who will obtain informed consent and include their job title and a brief description of your plans to train these individuals to obtain consent and answer participants' questions.

Please attach all questionnaires, testing instruments, interview protocols, cover letters, instructions to participants, written permission to use copyrighted material, recruitment documents, etc.