

# RESEARCH PROPOSAL

**(HUMAN PARTICIPANTS)**

In order for the Institutional Review Board (IRB) to adequately review and ultimately approve research proposals or not, it is imperative that the primary researchers provide the necessary information regarding the research proposal. IRB has provided a list of areas that we feel need to be fully addressed in any proposal, as long as the material is applicable to the actual study that is proposed, in order for the committee to make a well-informed decision to protect the safety of all individuals involved (researchers, participants, etc.) and Manchester University.

Please note that the construction of the research proposal does not take the place of the construction of other necessary documents (e.g., “Informed Consent Form”) or the completion of other forms (e.g., “Expedited Review Application”). Ultimately, it is the responsibility of those submitting the documents to the Administrative Assistant (Katherine Dwyer; kadwyer@manchester.edu) in the Office of Academic Affairs (OAA) to make sure that all the required documents are submitted.

In order to streamline the construction of a research proposal, and to be sure that it contains the appropriate material needed for IRB to review the proposal, please supply the suggested information, within the text boxes provided, with respect to each of the major headings (e.g., Research Design, Sampling, etc.). The members of the IRB committee understand that for some types of research, or fields of research, not all of the questions can be addressed or not all may apply, thus please address all elements to the best of your ability. Use the following guidelines to construct a more-complete research proposal will enable the IRB committee to make well-informed decisions, and potentially approve proposals quicker, which will enable you to begin your project(s) sooner.

Primary Researcher(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

You may cut and paste information into the text boxes below.

**Research Design:**

* + What is the research question(s) (i.e., What is being compared, correlated, or examined?)
  + What variables will be analyzed?
  + How and what measurements will recorded?
  + What techniques or procedures that may be employed? (please provide enough information that any person, not in your field of study, would need to know in order to understand the technique or procedure implemented)

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**Sampling:**

* + Who is your population of participants?
  + How will the participants be recruited? (included any parameters for inclusion or exclusion)

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**Safety:**

* Will there be health screening? (If so, be sure to attach a health screening form)
* What, if any, emergency equipment will be available, or, if more applicable, who is the contact person in the case of an emergency?
* Who will supervise the participants during data collection?
* What is the emergency action plan for your location?

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**Confidentiality and Anonymity:**

* + How and where will the data be stored, and when will it be destroyed?
  + How will confidentiality or anonymity be preserved?

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**Timeframe:**

* + What is the timeframe for start and completion of study?

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