

Reviewer Checklist for Preapproving DPC Publication Proposals

I. BACKGROUND AND SIGNIFICANCE

- Is there overlap with an [existing approved consortium-wide publication or product](#)? Y/N, unable to answer – if yes, explain.
- Does the proposal describe the gap in knowledge that the proposed research will address? Y/N, unable to answer – if no, explain.
- Does the proposal include a comprehensive summary of the current body of knowledge leading up to the proposed research? Y/N, unable to answer – if no, explain.
- Is the target audience for the analysis within the biomedical research workforce? Y/N, unable to answer – if no, explain.
- Is the analysis likely to inform and have a significant impact on developing the biomedical research workforce? Y/N, unable to answer – if no, explain.

II. DESCRIPTION

- Are the specific hypothesis(es) and/or research question(s) rigorous? Y/N – if no, explain.
- Will the specific hypothesis(s) and/or research question(s) address the gap identified in the literature? Y/N, unable to answer – if no, explain.
- Are the hypotheses/research questions grounded in a conceptual/theoretical framework? Y/N – if no, explain.
- Do the stated hypothesis(es) and/or research question(s) align with the [Hallmarks of Success](#) listed in the proposal? Y/N – if no, explain.
- Does the selected intervention(s) align with the proposed hypothesis and/or research questions? Y/N – if no, explain.
- Does the proposal clearly define the population included in the analysis? Y/N – if no, explain.
- Does the proposal include an appropriate baseline or comparator group(s)? Y/N – if no, explain.

III. DATA AND ANALYSIS PLAN

- Is the data being requested appropriate for the analysis as described? Y/N, unable to answer – if no, explain.
- Does the proposal clearly describe the statistical analysis plan and methods? Y/N, unable to answer – if no, explain.
- Does the proposal adequately explain how the data and method of analysis will address the hypothesis(es) and/or research question(s)? Y/N, unable to answer – if no, explain.

IV. WRITING GROUP MEMBERS

- Does the writing group have the interdisciplinary expertise necessary to conduct the proposed analysis? Y/N – if no, explain.
- Does the proposal describe the responsibilities and time commitment requirements for each group member? Y/N – if no, explain.

V. PUBLICATION TIMELINE & INTENDED JOURNAL

- Is the proposed publication timeline realistic? Y/N – if no, explain.
- Is the proposed journal an appropriate publication venue? Y/N – if no, explain.
- Have the authors provided a justification for any costs associated with publication, as well as denoting responsibility for these charges? Y/N – if no, explain.

VI. ADDITIONAL NOTES OR COMMENTS

- Please add any additional notes or comments on the manuscript proposal.

VII. RECOMMENDATION

VIII. Approval of the proposal to proceed as submitted.

- Provisional approval, pending revisions requiring re-review by the PPsC.
- Conflicts with a previously approved proposal, requires consultation with PPsC.
- Non-acceptance of the proposal, but with recommendations for revisions.

Reviewer Checklist for Preapproving DPC Manuscript Proposals