**Exploratory Research Proposal Form**

**Description:** Use this form to request consortium-wide data for use in exploratory research. Please see the definitions in the DPC [Data Sharing Agreement](https://ppsc.diversityprogramconsortium.org/file-storage/view/official_documents/Data_Sharing_Agreement_Phase_II.pdf) to determine whether the data you will use is consortium-wide data. To facilitate a timely review process, please address all applicable sections and prompts when filling out this form. Contact [the PPsC Coordinator](mailto:gasarebempong@mednet.ucla.edu?subject=PPsC%20Related%20Enquiry) if you have any question.

1. **BACKGROUND AND SIGNIFICANCE**

* Describe the gap in knowledge this research will address. Applicants must provide a summary of the current body of knowledge leading up to the proposed research.
* Indicate the target audience.
* Describe the potential impact of the analysis.

1. **DESCRIPTION**

* Provide a brief summary of the topic and specific questions underlying the data request.
* List the [Hallmarks of Success](https://intranet.diversityprogramconsortium.org/intranet/core_a/documents/view/consortium-wide-evaluation-plan-cwep/hallmarks-mapping-to-data/DPC_Hallmarks_ESC_Approved_March_2019-rev-8B4DE2B.pdf) associated with this topic.
* Describe the training, mentoring or capacity-building intervention(s) being researched.
* Indicate who is being influenced by the intervention(s).
* Describe the baseline or comparator group(s).

1. **DATA REQUEST**

* **Create/Generate Data Request**
* Indicate the [data](https://intranet.diversityprogramconsortium.org/intranet/core_a/documents/index?folder_id=99446&) required for the analysis (e.g., survey questions, demographics). Applicants should consult the [Hallmarks of Success mapping document](https://intranet.diversityprogramconsortium.org/intranet/core_a/documents/view/consortium-wide-evaluation-plan-cwep/hallmarks-mapping-to-data/New_Halllmark_Mapping_to_Data_Sources_19.07.24-rev-D2B81B0.pdf) to identify the data sources associated with each chosen [Hallmark of Success](https://intranet.diversityprogramconsortium.org/intranet/core_a/documents/view/consortium-wide-evaluation-plan-cwep/hallmarks-mapping-to-data/DPC_Hallmarks_ESC_Approved_March_2019-rev-8B4DE2B.pdf).
* Data request can be a word/excel/pdf document. Templates [available here](https://intranet.diversityprogramconsortium.org/intranet/core_d/documents/?folder_id=501161).

1. **TEAM MEMBERS**

* Provide a list with the name, role(s), and relevant expertise for each member of the team. The consortium-wide analyses are complex in nature and will require expertise across a range of disciplines. The DPC encourages a collaborative effort including program administrators, educators, psychologists, sociologists, biostatisticians, and/or economists.
* Explain how the team will bring complementary and integrated expertise to ensure rigor, validity, generalizability, and integration of the findings.

1. **CONFLICT OF INTEREST STATEMENT**

The PPsC should know whether team members have conflicts of interest bearing on the proposed work (as defined by the International Committee of Medical Journal Editors (<http://www.icmje.org/conflicts-of-interest/>))at the time the proposal is submitted and throughout the project, to enable the committee manage conflict of interest effectively and be prepared for taking responsibility for the integrity of the work when the manuscript is submitted.

Please describe any conflict the lead author and/or co-author(s) may have.