**Publication Proposal Form (for other types of publications)**

**Form Usage:** Use this form to submit a proposal for all other types of publications (e.g. technical reports, data briefs, dissertations, etc.) that use consortium-wide data, as defined by the DPC [Data Sharing Agreement](https://ppsc.diversityprogramconsortium.org/file-storage/view/official_documents/Data_Sharing_Agreement_Phase_II.pdf). 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.

**IMPORTANT NOTE**

**To prevent potential overlaps in research questions and/or analyses, researchers are strongly encouraged to review the** [**Master List**](https://docs.google.com/spreadsheets/d/1NF-lCnDUsMBxZFIqrcl816_HtrxodteROb4rUwzHtMw/edit?usp=sharing) **of approved research topics before proceeding to submit publication proposals.**

**Proposal Title:**

**SUMMARY SUBMITTER INFORMATION**

|  |  |
| --- | --- |
| First Name |  |
| Last Name |  |
| Email |  |
| Submitter Institution |  |
| Name (Institution) of DPC Sponsor (s), if Applicable |  |
| Contact Email for DPC Sponsor (s) |  |
| Type of Data Requested |  |

**PROPOSAL DETAILS**

1. **BACKGROUND AND SIGNIFICANCE**

* Describe the significance and potential impact of this publication
* Indicate the target audience.
* Describe the gap in knowledge this product will address and provide a summary of the current body of knowledge leading up to the proposed research.

1. **DESCRIPTION**

* 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.
* If appropriate, describe the specific hypothesis and/or research questions that will be addressed. Indicate whether the hypothesis/ research question is grounded in a conceptual and/or theoretical framework.
* Indicate who is being influenced by the intervention(s).
* Describe the baseline or comparator group(s).

1. **ANALYSIS PLAN & DATA REQUEST**
   1. **Analysis Plan**

* Provide a brief statistical analysis plan and methods (authors are encouraged to use the [DPC Data Methods Guidelines](https://ppsc.diversityprogramconsortium.org/file-storage/view/official_documents/CWEP_Data_Methods_Guide_April_2020.pdf)). Plans may include, but are not limited to, Multiple Linear Regression, Hierarchical Linear Modeling, Binomial Logistic Regression, Ordinal Logistic Regression, Multinomial Logistic Regression, Sequential Logistic Regression, Structural Equation Modeling, and Difference in Difference Estimation.
  1. **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. **PUBLICATION TIMELINE & INTENDED JOURNAL**

* Provide a timeline with an estimated date for submission or public release.
* Please indicate if you plan to submit this product to a journal, and, if so, whether there are any related publication costs. If there are publication costs, please provide a justification for the costs and indicate which site(s) will be responsible for payment.

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.