## Research Project Plan

***INSTRUCTIONS:***

*Complete the sections of this form to describe your research project. If a section is not applicable, mark NA.*

If your project requires review by the NWHSU Scientific Review Committee, you may submit this completed project plan as an email attachment (Word document or PDF) to the Scientific Review Committee Chair:

**Michele Maiers, DC, MPH, PhD**  
Executive Director, Research and Innovation  
mmaiers@nwhealth.edu

**Project Title:**

**Date:**

**Principal Investigator:**

**Research team members:**

**Research Question**

What question(s) are you planning to address in your research?

**Background and Literature Review**

What is the background of your project?

Why is your project important to your discipline and the general community?

What have scholars written about your project/question(s) in the past?

Who are the most important researchers relating to your project?

How does your project fit in with the existing literature?

*Describe the relevant prior experience and gaps in current knowledge*.

*Provide the scientific or scholarly background and significance of the research based on the existing literature and how will it add to existing knowledge.*

**Study Aim(s) and Hypothesis**

*Describe the purpose of the study, including identification of specific objectives/hypotheses.*

**Research Design and Methodology**

How will you address the question(s) that you pose?

What methodologies will you employ?

How do you plan to analyze your results?

Describe all study procedures, assessments, and subject activities.

* *What primary and secondary outcome measures will be used to answer the research question*? *Provide citations demonstrating the validity and reliability of tools where appropriate*.
* *What intervention will be applied to study participants*?
* *Consider including a CONSORT participant flow diagram to describe study activity*.

**Inclusion and Exclusion Criteria**

*Describe the criteria that define who will be included or excluded in your study sample*. *Describe how individuals will be screened for eligibility*.

**Recruitment Methods**

*Describe the methods that will be used to identify potential participants*.

*Describe when, where, and how potential participants will be recruited*.

# Data Management

*Describe how data will be handled*:

* *What steps will be taken to secure the data to maintain confidentiality (e.g., authorization of access, password protection, encryption, and physical controls)*
* *Where and how long will data be stored?*
* *Who (role on the study) will have access to the data?*

**Data/Statistical Analysis Plan**

*Describe the statistical analyses plan including any statistical procedures.*

**Number of Participants/sample size**

*Indicate the total number of participants to be recruited for the study.*

**Study Timelines**

*Describe*:

* *The duration of an individual participant’s participation in the study*
* *The duration anticipated to enroll all study participants*
* *The estimated time needed to complete the data analyses*

**Institutional facilities and resources**

*Describe the facilities and resources that will be used to support the project.*

**Budget**

*List the name, role, and level of effort for each person involved on the project.*

*Itemize any other expenses that are applicable to the project:*

*Consultant costs*

*Equipment*

*Supplies*

*Travel*

*Patient care costs*

*Other expenses*

*Consortium/Contractual costs*

**Results and Interpretation**What would you predict will be the outcomes of your research and what are some possible alternate outcomes?

How will you interpret the results?

**Anticipated Impact**What do you think will be the impact of your research on your discipline, the general community, and your own intellectual development?

**Knowledge translation and dissemination plan**

# *How will study results be shared with stakeholders (e.g. publications, presentations, marketing materials)?*

How will you share the results of your research?

What specific conferences might you attend?

What audiences do you hope to reach?

# Literature Cited