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| --- | --- |
| **Title of Proposal:** |  |
| **Study Principal Investigator:** |  |
| **Primary Location of Study:** |  |
| **Abstract:** |  |
| **Specific Aims:** |  |
| **Significance\*** |  |
| **Conceptual Framework if applicable** |  |
| **Preliminary Work** |  |
| **Methods** (research design, setting, sample and sample size, recruitment, Inclusion/Exclusion criteria, variables and measurements if applicable)\* |  |
| **Interventions and Procedures** (Approach\*) |  |
| **Timeline** |  |
| **Data Management and Data Analysis** |  |
| **Statistical Analyses of collected data (if applicable)** |  |
| **Problems, Limitations and Solutions** |  |
| **Human Subject Protection** |  |
| **Data Safety Monitoring Plan** |  |
| **Budget (HAS to be present to be considered)** |  |
| **References** |  |
| **Appendices** | Please attach separate documents |

Please fill in the blanks below with the associated items. The “\*” sections will be scored by reviewers.

Do NOT hesitate to reach out directly to Sarah Schroeder at: [sarah.schroeder@vadcoordinator.org](mailto:sarah.schroeder@vadcoordinator.org) if any questions arise in filling this out this form

If section, not applicable, please note as N/A in submission column

Please note reviewer focus for scoring:

1. **Significance**: Does the research study address a significant problem?
2. **Approach**: Did the Author(s) develop consistent conceptual framework(s), design, method and analyses to meet the aims of the research project? Are these topics well integrated to address the significant problem?
3. **Innovation**: Does the research study include innovative concepts, approaches or methods to accomplish the aim(s) of the study? Are the aims of the study original?
4. **Environment**: Have the researchers chosen an appropriate environment to conduct the study in? Is the time frame realistic for the chosen environment?
5. **Budget**: Is there sufficient justification demonstrated in the requested budget to maintain adequate timing for the project completion? Consider if all budget requested items are necessary.
6. **Participant Sample Concerns:** Any concerns regarding the research study’s participants? Does the way recruitment is discussed make sense to meet the aims of the project?