



Application for Review of Research Proposal

Title of Research Proposal:

Principal Researcher Information

Name:	Organization:
Phone:	E-mail:
Address:	

Academic Advisor Information (if applicable)

Name:	Title:
School:	
Phone:	E-mail:
Address:	

Have you received Institutional Review Board (IRB) approval (if applicable)? Yes No

Are you (or any co-researchers) an employee of the Ohio Department of Rehabilitation and Correction (ODRC)?
 Yes No

If yes, Institution/Office/Bureau:	Position:
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Are you (or any co-researchers) an inmate or offender under the supervision of ODRC?
 Yes No

Please note that ODRC policy 06-RES-02 prohibits research to be conducted on inmates, community supervised offenders, or staff by inmates or offenders under the supervision of the ODRC.

Research Proposal Information

Are you receiving or applying for funding? Yes No

If yes, list source(s):

What is your rationale for choosing inmates or ODRC-supervised offenders for this research?

Was (were) the inmate(s)/offender(s) a human subject of this research project prior to incarceration or ODRC supervision? Yes No

Will compensation of any kind be made to the subjects of this research project? Yes No

If yes, please describe:

Please note that ODRC policy 06-RES-02 prohibits payment of any kind to inmates, their relatives, or friends.

Is the research medical, pharmaceutical or cosmetic in nature? Yes No

Please note that ODRC policy 06-RES-02 prohibits research on inmates that is medical, pharmaceutical, and/or cosmetic unless there is a clear benefit to the individual inmate based on his/her need for a specific medical procedure or pharmaceutical that is not generally available. Also, such research may be considered only if the inmate suffers from a medical condition for which all conventional treatment modalities and alternatives have been exhausted, and for whom the only remaining treatment (or drug) is the one being proposed as part of the medical or pharmaceutical experiment, and the treatment (or drug) will have an immediate therapeutic benefit to the participant. In these cases, the ODRC may authorize participation as a treatment opportunity, rather than as participation in an experimental project. In such cases, research must be performed in compliance with all state and federal guidelines.

Please respond to the following sections in a separate document (preferably in Word format). Label each section with the corresponding heading (e.g., **I. Research Project Description**).

I. Research Project Description

Please describe the purpose of this research and explain its importance to the relevant field of study and to the ODRC (if applicable). Please be sure to discuss the relevant research and theory on the topic as it relates to your research, and provide the research hypotheses for the proposed research.

II. Research Methodology

Please describe the procedures to be used to conduct the research. Include the following in your discussion: 1) the methods of selecting research subjects (inmates, offenders, staff), including where (e.g., which institution) the sample will be drawn from and how long the subjects will be participating; 2) a brief description of all surveys, interviews, tests, and instruments to be used (attach copies of these instruments)*; 3) a description of the type of analysis to be used; and 4) the resources required or requested from the ODRC to conduct the research (e.g., provision of databases, pulling of files, security for research personnel, etc.).

**Please note that surveys, interviews, tests, and instruments should be written in simple lay language.*

III. Human Subjects Concerns and Informed Consent Procedures

Provide a description of human subjects concerns to include the following: 1) describe any potential risks or discomforts of participation, and procedures or information provided to minimize these; and 2) provide a description of the potential benefits of participation to the research subjects.

Please describe the procedures used to provide informed consent. A consent form must be used when the subjects will be identified and this identity will be linked to the research data, or when the risks of participation are more than minimal. A copy of the consent form must be attached to this request. A consent form is not needed when the data are anonymous. However, the Committee may require the submission of a “script” that will be presented to the subjects prior to conducting the research, and /or you may be asked to provide subjects with a written statement regarding the research. Informed consent should be written in simple “lay language,” and, at minimum, should include the following elements:

1. a statement explaining the study's purpose, duration, and procedures;
2. a description of the risks and benefits associated with the research;
3. a description of the steps taken to ensure the confidentiality of the data;
4. a statement that participation is voluntary, and the subject has the right to withdraw from participation at any time. It should be noted that refusal to participate or withdrawing from participation at any time would not result in penalty or loss of benefits for the subject.

IV. Research Qualifications

Please include the qualifications of the author and co-author(s) of the proposed research (e.g., previous research experience and academic qualifications). Attach curriculum vitae if available.