

Please submit one copy of this completed form and all attached materials electronically to: bowen@clevelandcc.edu

**Cleveland Community College
Research Proposal Form**

Date:

Investigator(s):

Investigator Credentials:

Title of Proposal:

Research Question(s):

Purpose of the Study:

To fulfill requirements related to courses/degree program at a college/university

Course project

Thesis (attach Proposal)

Dissertation (attach Proposal)

Other

As part of an externally funded project **Funding Agency:**

Other Please **Describe:**

Briefly answer the following questions:

1. Describe the subjects (include method of obtaining participation, criteria for selection, age, payment/incentives, etc.):
2. Description of methodology (include variables to be measured and how they will be measured). Include copies of survey(s) and/or interview questions in attached materials:
3. Potential benefits of this study:
4. Are there any potential negative effects from this study? If yes, please explain.
5. How will anonymity and confidentiality be controlled for:
6. Is deception involved or is there any aspect of the procedure that could cause stress, discomfort or adverse reactions? Yes____
No____
If yes, please explain.
7. **What will you need from the College in order to complete this research (data, list of names, etc.)?**
8. **Potential Benefits to CCC**
9. How will informed consent be delivered (please attach informed consent form if applicable)

Planning Council approved February 2, 2015.

Requirements for Informed Consent

Informed consent means the knowing consent of an individual without undue inducement or any element of force, fraud, duress or any other form of constraint or coercion.

Minimal information for informed consent:

1. General purpose of the research and a description of the procedures.
2. Statement that participation is voluntary and that the participant may withdraw at any time without prejudice.
3. Explanation of whom to contact for answers to questions about the research.
4. If a signature is needed for the subjects, additional information should be provided, including:
 - a. Duration of subject's participation
 - b. Description of reasonably foreseeable risks
 - c. Description of benefits of the research
 - d. Disclosure of appropriate alternative procedures
 - e. Place for a signature and date

Research means a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities, which meet this definition, constitute research for purposes of this policy, whether or not they are conducted or supported under a program which is considered research for other purposes. For example, some demonstration and service programs may include research activities.

Minimal risk means that the probability and magnitude of harm or discomfort anticipated in the research are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests.

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