**IDDO Data Access Application Form**

The Data Access Application Form is used by IDDO’s independent data access committee to evaluate your proposal and make data access decisions. Please review the relevant [Data Access Guidelines](https://www.iddo.org/governance/data-access-committees) and the IDDO [Data Use Agreement](https://www.iddo.org/document/iddo-data-use-agreement) before completing this form. A complete application should address all of the Review Considerations outlined in the Data Access Guidelines. **Note that the details of all approved applications will be made publicly available on the IDDO website**.

Complete all sections of this form fully and return with any supporting documentation to[dataaccess@iddo.org](mailto:dataaccess@iddo.org).

Please note that according to IDDO’s standard operating procedures, any changes to the Research Team, their conflict of interest, adding and removal of data variables or studies in the request, or changes to research objectives or methodology will require that the Data Access Committee re-review and re-approve the data request.

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| **SECTION A: LEAD APPLICANT / RESEARCH TEAM INFORMATION** | | | |
| **Lead Applicant Details** | | | |
| **Title** (Prof, Dr) |  | | |
| **First name** (given name) |  | | |
| **Surname** (family name) |  | | |
| **Gender** |  | | |
| **Position at employing organisation / institution** |  | | |
| **ORCID ID** [**https://orcid.org/**](https://orcid.org/) **or URL to academic profile** | *[if no ORCID or URL, please attach a short academic CV]* | | |
| **Email** |  | | |
| **Employing Organisation/Institution**  *Institution with a remit including health, research or academic pursuit, and with legal status which includes the scope to sign the* ***Data Use Agreement****.* | | | |
| **Institution Name** |  | | |
| **Department (if applicable)** |  | | |
| **City** |  | | |
| **Country** |  | | |
| **Has your institution reviewed and agreed to execute the Data Use Agreement if your application is approved?** | | | YES/NO  (delete as appropriate) |
| **Co-applicants (Research Team)**  *ALL individuals accessing data must be listed on this form. Any later additions must be notified to IDDO and the Data Access Committee. Add rows as necessary.* | | | |
| **1. Name / Title** |  | | |
| **1. Position / Role in analysis** |  | | |
| **2. Organisation/Institution** |  | | |
| **2. Name / Title** |  | | |
| **2. Position / Role in analysis** |  | | |
| **2. Organisation/Institution** |  | | |
| **3. Name / Title** |  | | |
| **3. Position / Role in analysis** |  | | |
| **3. Organisation/Institution** |  | | |
| **Conflicts of Interest**  *List details of any existing or perceived conflicts of interest (financial or non-financial) that exist relating to the use of the requested data by the data requestor and/or co-applicants (see* [*ICMJE.org for the definition of conflicts of interest*](http://icmje.org/recommendations/browse/roles-and-responsibilities/author-responsibilities--conflicts-of-interest.html)*).* | | | |
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| **SECTION B: RESEARCH PLAN** | | | |
| **Title of Proposed Research** |  | | |
| **Is this a re-submission of a previous application to IDDO that has already been reviewed?** | | *[If yes, provide the submission date of the previous application]* | |
| **Summary of Research in Lay Language**  *Suggested maximum 200 words* | | | |
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| **Summary of Research Objectives and Scientific Value**  *Suggested maximum 400 words*  *Scientific value is demonstrated by research objectives that are:*   * *in line with research areas highlighted by a published global research agenda* * *address knowledge gaps of importance to those affected by emerging and poverty-related diseases while avoiding duplication and unnecessary competition* * *benefit the wider public health community and contribute towards improving research capacity, policy and health in disease-affected communities* | | | |
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| **Primary and Secondary Outcome Measures**  *Suggested maximum 200 words* | | | |
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| **Proposed Methodology and Statistical Analysis Plan**  *For each main outcome measure, please describe:*   * *analysis population* * *measures of effect to be reported* * *statistical methods with relevant details such as name of test/regression model* * *inference method* * *covariate adjustments* * *subgroup analyses* * *adjustment for multiple studies and assessment of heterogeneity* * *model fit evaluations* * *sensitivity analyses* * *sample size/power considerations* | | | |
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| **Ethics**  *Suggested maximum 300 words.*  *Provide details of any approvals required by your institution to undertake this work, list reference numbers of any approvals, or provide clear evidence as to why no approvals are required (e.g. an extract of relevant the policy from your institutional ethics review board).*  *In addition, please give examples of which ethics guidelines you will be following with respect to delivering this project (e.g. you may wish to refer to general guidance such as the CIOMS/WHO*[*International Ethical Guidelines for Health-related Research Involving Humans*](https://cioms.ch/wp-content/uploads/2017/01/WEB-CIOMS-EthicalGuidelines.pdf)*, domain-specific guidance such as the FATML*[*Principles for Accountable Algorithms*](https://www.fatml.org/resources/principles-for-accountable-algorithms)*, or guidance specific to the type of research you are undertaking such as the Nuffield Council on Bioethics*[*Research in Global Health Emergencies: Ethical Issues*](https://www.nuffieldbioethics.org/publications/research-in-global-health-emergencies)*; London, 2020 (as applicable).* | | | |
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| **Publication and Dissemination Plan**  *Suggested maximum 300 words.*  *Provide a clear* ***timeline*** *for the research, including a date for submission of publication(s) and dissemination of research findings (the submission date will be used to define the* ***Term*** *for data use in the* ***Data Use Agreement****, which lasts for two years).*  *Provide details of* ***plans for authorship/acknowledgement of data contributors****. Plans to publish and disseminate the research results must enable* ***open access*** *to the results.* | | | |
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| **Collaboration and Knowledge Sharing**  *Suggested maximum 300 words.*  *Please could you provide details of plans for involvement of data contributors (see* ***IDDO Data Use Agreement*** *clause 3.5.1). Where the application requests data from low-resource settings, please include details of collaborative partnerships with these research communities and/or a strategy to share knowledge directly with regional/national health authorities.* | | | |
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| **Funding**  *Suggested maximum 100 words.*  *Provide confirmation that this research is adequately funded/resourced. Please name the source or sources of funding.* | | | |
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| **Scientific Review**  *Suggested maximum 200 words.*  *If the project has been scientifically reviewed outside of your Research Team named above, please provide details. This could be by a funder/donor or review committee, or even another expert at your institution.*  *If this has not taken place, please detail how your team has sufficient expertise/experience to deliver this work.* | | | |
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| **SECTION C: DATA** | | | |
| **Data Required**  *Please provide a list of studies, data variables and/or description/parameters for the data you require to complete your analysis. Include parameters to check eligibility criteria (e.g. pregnancy status).* | | | |
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