**1. Title of Project / Study:**

**2. Planned Inclusive Dates of Study:**

**3. Background:**

1. **The who, what, where, when, and why of the project**

**4. Objective:**

1. **What do you hope to gain from the project?**
2. **Explanation of why the benefits outweigh the risks of the project**

**5. Study Subjects:**

1. **Who are the intended subjects?**
2. **Who will be excluded as subjects?**
3. **How will subjects be recruited (e.g. Flyers, email, MARADMIN, etc.)?**

**6. Methodology / Administration:**

1. **How will data be gathered and analyzed (e.g. qualitative, quantitative, etc.)?**
2. **Who will conduct analysis, e.g., the POC and entity?**

**7. Security:**

1. **Will subjects be identifiable (i.e. will their names and/or other identifying characteristics be recorded)?**
2. **How will the data files be stored (i.e. password protected, on a secure server)**
3. **Who will have access to this data**

**8. Dissemination:**

**a. Will the data be reported on an individual level or only reported as an aggregate whole?**

**b. How will results be used (e.g. internal consumption only, inform congressional testimony, journal articles, etc)?**

**c. Will the data be reported in any forum where it would be possible to identify the participants?**

**9. Survey Questions (attach separately):**

**10. Principal Investigator Contact Information:**

**11. Principal Investigator Research Acknowledgement. By signing this document, you acknowledge that you will not conduct research with human subjects until the Institutional Review Board (IRB) and the Institutional Official have approved your full research protocol. You further understand that your immediate resource for clarification of any issues related to the protection of research volunteers is the Marine Corps IRB. Further information may be found in MCO 3900.18. Please contact the appropriate Marine Corps HRP POC to answer questions or assist in the completion of this form.**

**Please double-click on the signature line below to apply your electronic signature.**

