

RDC Research Proposal

General Information	
Date:	
Title of Project:	
Name of Data System and Years Needed:	
Name of External Data Files Needed for Linking:	
Location of Access:	<input type="checkbox"/> NCHS RDC, Hyattsville, MD (Washington, DC-metro) <input type="checkbox"/> NCHS RDC, Washington, DC (Government Only) <input type="checkbox"/> NCHS RDC, Atlanta, GA <input type="checkbox"/> Federal Statistical RDC, specify: _____
Statistical Software: (Check all that apply)	<input type="checkbox"/> SAS/Sudaan <input type="checkbox"/> Stata <input type="checkbox"/> Other, specify: _____ * Remote access users can only use SAS/Sudaan
Proposed Start Date:	
Funding Source:	
Billing Address: (include contact person)	

List the name, institution, contact information, and role for anyone who will contribute to publications resulting from this project. Everyone listed must submit a C.V. or resume. Add sections as needed.

Research Team		
	Principal Investigator	Co-Investigator
Name		
Email		
Phone		
Institution		
Mailing Address		
SSS Status? Y or N		
US Citizen? Y or N		
	Programmer	Programmer
Name		
Email		
Phone		
Institution		
Mailing Address		
SSS Status? Y or N		
US Citizen? Y or N		
	Advisor (For Students and Post-Docs) [] RDC-Student-Advisor Form	Other, specify:
Name		
Email		
Phone		
Institution		
Mailing Address		
SSS Status? Y or N		
US Citizen? Y or N		

Complete as applicable for your project. Address any “Yes” responses in the body of the proposal.

RDC Proposal Summary Information		
	YES	NO
Geographic variables		
Level of geography to be shown in output (check all that apply)		
National		
Regional		
State		
MSA		
County		
Urban/rural classification		
Census tract		
Latitude/Longitude		
Other		
Will geographic identifier(s) be removed after merge		
If yes, can true geographic identifiers be replaced with masked versions of these variables		
Is GIS or mapping proposed		
Dates and Temporal information		
Are exact dates requested other than to calculate time of follow-up		
If more than 1 year/cycle, will years/cycles be presented separately		
Merging of data with External data		
Are external data being merged with requested data		

A. Abstract: Please limit the abstract to 300 words.

B. Research Question: Include study purpose, hypotheses, goals, or research questions.

C. Background: Include a short literature review, no more than 2 pages, focusing on papers that discuss your topic or address the methodology that you plan to use. Please limit your reference list to 10 items or less.

D. Public Health Benefit: In one paragraph, how does your research benefit public health?

E. Data Requirements:

Please address the four items below and provide an explanation for “yes/checked” responses from the RDC Proposal Summary Information.

1. Survey, Years, Files:

List survey name(s) and survey years you would like to access.

2. Restricted Data:

List and describe the restricted-use variables that you will need. These variables must be listed in the Data Dictionary section of this proposal. Explain why each variable is needed and how you will include them in your analysis. Specify how geographic variables, if applicable, will be used to merge files, analyze the data and/or presented in output.

3. External Data Needed:

If you plan to provide data from another source (such as Census or EPA) to merge to the restricted-use data, please describe the source, list the filenames(s), and provide a general description of the non-NCHS data.

4. Merge Variables:

If using external data, describe the merge procedures needed to produce your analytic dataset(s). List the variables needed for merging the data. Leave blank if not applicable.

F. Methodology:

We highly recommend you familiarize yourself with the analytic guidelines of the data you intend to use. Any deviations from the methodology suggested in the guidelines will require explanation as it may pose a disclosure risk. Please address these three items in your proposal:

1. Unit or Level of Analysis and Subpopulation(s):

There can be many levels of analysis: be as detailed as possible. A common example is where the unit of analysis is the person while the subpopulation is adults ages 18-64. A common example involving geography is when the researcher aggregates persons to the state level to make comparisons between state policies.

2. Analysis Plan: Provide an overall analysis plan that specifies what analytic procedures or models you will use, such as prevalence estimates, logistic regression, or log-linear modeling, or list specific statistical package procedures you will use.

3. Complex Survey Design: Indicate how you will address sample weights, design variables, and other adjustments for the use of complex survey data, if applicable, using the statistical software listed in the General Information area. A detailed description per weight, design variables, and other adjustments are required and central to understanding the limitation of the data. This is a critical element to describe and is central to the proposal review process.

G. Output:

Describe all of the output needed for the final product you wish to create. Please be very specific in describing your output needs (i.e. State groupings, levels of output and how restricted-use data will be displayed) as this section is necessary for the Review Committee to assess disclosure risk of your output. Your examples should reflect the geographic variables you will use in your output. Note: Any output produced in the RDC that is not listed in your proposal will not be allowed out of the RDC.

- 1. Table Shells:** Include detailed table shells, models, and/or graphs with titles. Indicate the subsample and unit of analysis used in each type of table, model, or graphs. Your proposal will not be approved without this information.
- 2. Presentation of Results:** Describe how you will present the results (in a report, publication in a peer-reviewed journal, presentation at a scientific meeting, used for internal policy analysis, etc).

H. Data Dictionary:

Include a data dictionary for each data source. List all of the variables you would like in your dataset. See instructions and examples for [creating the data dictionary](#). When asking for multiple years of data, make sure to reflect the file layout for each year as variable names can change over years.

I. Literature References: Provide a list of up to 10 references that are relevant to your project.

J. Resumes/C.V.: Include a 2-page C.V. for each member of the research team listed (not as attachments).