  
  
45 and Up Study Research Project Expression of Interest and Application

*Version: January 2024*

Please use this form for expressions of interest and project applications to use the 45 and Up Study data or to conduct a new collection from participants. For more information on using the 45 and Up Study, see the [Study’s Access Policy](https://www.saxinstitute.org.au/wp-content/uploads/The-45-and-Up-Study_Access-Policy.pdf).

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How to complete this form

**Please download this form and fill out the sections relevant to the status of your project.** The guide below will help you determine which sections you need to complete. As your project develops, you may revisit this form and fill out additional sections as required.

**What is the purpose of your enquiry? (select all that apply)**

Discuss your project – Complete Section 1

Obtain a feasibility assessment for research using 45 and Up Study data – Complete Section 1 and 2

Obtain a fee estimate for the data and SURE Workspace – Complete Section 1, 2 and 3

Obtain a fee estimate and/or feasibility assessment for a project that involves contacting participants – Complete Section 1, 2, 3 and 4

Obtain a fee estimate to use the 45 and Up Study Biospecimens Collection – Complete Section 1 and 5

Submit your final Project Application (required prior to contracting) – Complete Section 6, 7 and 8 along with the [45 and Up Study Dataset and Variable Selection Form](https://www.saxinstitute.org.au/wp-content/uploads/45-and-Up-Study-dataset-and-variable-selection-form.xlsx)

Other research ideas – contact us at [45andUp.research@saxinstitute.org.au](mailto:45andUp.research@saxinstitute.org.au) to organise a meeting to discuss before completing this form.

|  |  |
| --- | --- |
| **For more information**  45 and Up Study information can be found [here](https://www.saxinstitute.org.au/solutions/45-and-up-study/use-the-45-and-up-study/) and fee information can be found [here](https://www.saxinstitute.org.au/wp-content/uploads/Costs-and-fees-45Up-and-SURE_Oct2021.pdf).  Contact the 45 and Up Study Coordinating Centre: [45andUp.research@saxinstitute.org.au](mailto:45andUp.research@saxinstitute.org.au) | **How to submit**  Email this form with any supporting documents to [45andUp.research@saxinstitute.org.au](mailto:45andUp.research@saxinstitute.org.au)  We will endeavour to provide a response to your submission within five working days. |

## Section 1: Project information

**All applicants must complete this section.** Its purpose is to determine whether the proposed research project is feasible; meets 45 and Up Study Ethics requirements; and is in the public interest. Please provide a brief synopsis of the research plan rather than a full scientific review.

* 1. Project title (up to 100 characters):

Enter text.

* 1. Project duration:

Enter text.

* 1. Research question(s) and aim(s) (up to 200 words):

Enter text.

* 1. Contact person:

|  |  |
| --- | --- |
| Full Name | Full Name |
| Position | Position |
| Organisation | Organisation |
| Contact Email | Contact Email |
| Contact Phone | Contact Phone |

* 1. Background and scientific rationale of the proposed project (up to 300 words):

Enter text.

* 1. Brief description of research methods (up to 300 words):

Enter text.

* 1. Plain language summary of your research project (up to 300 words):

In plain English, please state the aims, scientific rationale, project duration and public health impact. This information may be added to the Sax Institute website if your project proceeds.

Enter text.

* 1. Expected research outputs (up to 100 words):

Expected research outputs for this project might include scientific publications, plain language summary, reports, evidence briefs, educational/training materials, products/tools etc.

Enter text.

* 1. Expected impact and public value (up to 100 words):

This relates to public interest, policy, practice, planning or commercial impacts to improve health and wellbeing rather than academic publications and presentations (for example, the research has potential to influence new guidelines, inform change in policy, reduce mortality, reduce risk factors, build research capacity etc).

Enter text.

* 1. Keywords that best summarise your proposed research project:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Enter text. | Enter text. | Enter text. | Enter text. | Enter text. | Enter text. |

* 1. Do you currently have funding for the project?

Yes  No  Unsure

If No or Unsure, proceed to 1.12

If Yes, please select the value of funding:

less than $20,000  $20,000 to $50,000

$50,000 to $100,000  $100,000+

* 1. Are you applying for a particular grant?

Yes  No

If No, proceed to next section

If Yes, provide the grant name and date when the results will be announced:

Enter text.

## Section 2: Data selection

**Most applicants will need to complete this section\*.** The purpose of this section is to determine the feasibility of the project and the fees that would apply for accessing data.

\*If you are submitting this form for a new data collection project that will only re-contact 45 and Up Study participants without accessing other Study or linked data, please select the checkbox below and continue to Section 4.

I will not require any data for my proposed project

### Summary of data sources for key research components

* 1. Summarise data sources required to identify the key components of your research:

|  |  |  |
| --- | --- | --- |
|  | Brief description  (eg women aged 60+ who are non-smokers with high blood pressure) | Data sources |
| Cohort of interest, including any specific inclusions or exclusions | Enter text. | Enter text. |
| Key outcome(s) of interest | Enter text. | Enter text. |
| Other key variables, including risk factors, exposures, confounders and covariates | Enter text. | Enter text. |

### Datasets held by the Sax Institute

The data dictionaries and technical details of variables in the data managed by the Sax Institute can be found [here](https://www.saxinstitute.org.au/solutions/45-and-up-study/use-the-45-and-up-study/data-and-technical-information/). As participants consented to linkage of their data for Ethics approved research, many other data sets may be linked to support research.

* 1. Select the datasets required for this research:

45 and Up Study questionnaire data

Baseline (2005-2009)

SEEF (Social, Economic and Environmental Factors) sub-study (2010)

Wave 2 Follow-up (2012-2015)

Wave 3 Follow-up (2018-2020)

Wave 4 Follow-up (2023-2025). Available in tranches as data collected

COVID Data Hub (2020-2022)

Other - previous substudies and ongoing rapid survey collections. Please describe below:

Enter text.

#### 45 and Up Study sensitive data variables

Sensitive variables may have additional responsibilities, ethics processes, and costs.

##### Aboriginal and Torres Strait Islander status

Approval from the Aboriginal Health and Medical Research Council Ethics ([AH&MRC](https://www.ahmrc.org.au/ethics-at-ahmrc/)) is required when Aboriginality is used as the focus of research and/or any results will be presented by Aboriginality. Additional ethics approval is not generally required when Aboriginality is used only to adjust models.

2.3 Do you require Aboriginal and Torres Strait Islander status?

Yes  No

2.4 If Yes, is Aboriginality a focus of your research?

Yes  No

2.5 If Yes, will results be presented by Aboriginality?

Yes  No

##### Small area geography

Geocoded data is available with each survey. Residential location at SA2 and above can be requested on the [Variable Selection Form](https://www.saxinstitute.org.au/wp-content/uploads/45-and-Up-Study-dataset-and-variable-selection-form.xlsx). SA2 and larger area variables are not considered sensitive. Smaller areas - SA1 or below - are sensitive, and require additional justification and a different SURE workspace. Access to this small area data incurs a cost. See [Technical Note: Geocoded 45 and Up Study data](https://www.saxinstitute.org.au/wp-content/uploads/45-and-Up-Study-Technical-Note-Geocoded-Data.pdf) for more information.

2.6 Do you require small area geography (residential location) at SA1 or below (including postcodes)?

Yes  No

If Yes, please explain why:

Enter text.

### Sax Institute-administered linked data

Data dictionaries and technical information for the datasets below can be found [here](https://www.saxinstitute.org.au/solutions/45-and-up-study/use-the-45-and-up-study/data-and-technical-information/).

2.7 Select the datasets required for this research:

Medicare Benefits Schedule (MBS)

Pharmaceutical Benefits Scheme (PBS)

Australian Immunisation Register (AIR)

### Data from Centre for Health Record Linkage (CHeReL)

Data dictionaries and technical information for CHeReL linkages can be found [here](https://www.cherel.org.au/data-dictionaries).

2.8 Does your project require linkage to NSW datasets or other data supplied by CHeReL?

Yes  No  Unsure

If No, proceed to 2.9

If Yes or Unsure, please select all that apply:

I would like advice about what data I require

Admitted Patient Data Collection (APDC)

Emergency Department Data Collection (EDDC)

Central Cancer Registry (CCR)

Registry Births Deaths and Marriages (RBDM) death registrations

Cause of Death Unit Record File (CODURF)

Notifiable Conditions Information Management System (NCIMS)

COVID Cases

Mental Health Ambulatory Data Collection

Pap Test Registry

Ambulance

BreastScreen

Other: please specify.

Enter text.

### Data from Chronic Conditions Umbrella Program Linkage (CUPL)

The Sax Institute has developed an enduring program linkage known as the Chronic Conditions Umbrella Program Linkage (CUPL) which is regularly updated and includes many datasets administered by CHeReL and the Sax Institute. The CUPL can significantly reduce the timeframes associated with approvals and accessing data thereby improving the timeliness and efficiency of chronic conditions research. More information on CUPL and its datasets can be found [here](https://www.saxinstitute.org.au/solutions/45-and-up-study/use-the-45-and-up-study/cupl/).

2.9 Are you interested in using CUPL?

Yes  No  Unsure

### Data from a third-party organisation

2.10 Do you require linkage to data held by another organisation? (Not CHeReL or Sax Institute)

Yes  No

If No, proceed to 2.11

If Yes, please identify the dataset(s) and linkage unit(s) (e.g.sub-study data from proposed new collection etc)

Enter text.

### Data updates

2.11 Will you require data updates during your project?

MBS and PBS data can be updated approximately six monthly. New 45 and Up Study data will become available.

Yes  No

If No, proceed to next section.

If Yes, please note which datasets, the frequency and total number of updates required during life of your project:

Enter text.

## Section 3: SURE workspace and computing requirements

**Complete this section if you need a fee estimate for research using any 45 and Up Study data.** Access to the 45 and Up Study unit record data is only available within the Secured Unified Research Environment (SURE), an online workspace managed by the Sax Institute for analysing health and human services data. Aggregated tables can be viewed by others once removed from SURE. Further information about SURE, its computing power and software tools can be found [here](https://www.saxinstitute.org.au/solutions/sure/apply-for-access-to-sure/). Price information is [here](https://www.saxinstitute.org.au/wp-content/uploads/Costs-and-fees-45Up-and-SURE_Oct2021.pdf)**.**

### Researchers and duration of data access

* 1. How many researchers require access to the unit record data in SURE?

Enter text.

* 1. How many of these researchers are students? Please also provide the name of their supervisor:

|  |  |
| --- | --- |
| Number of students: | Enter text. |
| Supervisor’s name: | Full Name |
| Will the supervisor be accessing data? | Enter text. |

* 1. How long do you need to access data in SURE?

Number of months

* 1. When would you like to commence data access in SURE?

Month, Year

### Computers and software

* 1. Specify the [type and number of computers](https://www.saxinstitute.org.au/wp-content/uploads/Costs-and-fees-45Up-and-SURE_Oct2021.pdf) (virtual machines) required:

|  |  |  |
| --- | --- | --- |
|  | Type required | Number |
| Standard | Yes  No | Number |
| Power | Yes  No | Number |
| Power X2 | Yes  No | Number |
| Power X4 | Yes  No | Number |
| Power X8 | Yes  No | Number |
| Supervisory access only (not using data) | Yes  No |  |
| I require advice | Yes  No |  |

3.6 Will any researchers be sharing a virtual computer (virtual machine)?

Yes  No

If No, proceed to 3.7

If Yes, how many will share:

Enter text.

3.7 What software do you require?

Free standard software (e.g. R, R-Studio)

Licensed software (e.g. SPSS, Stata, Stat/Transfer, SAS)

Other software (please list): (Other software requests may incur licensing fees, and a time and materials cost for testing and installation.)

Enter text.

|  |
| --- |
| End here if you do are submitting an EOI for research using the 45 and Up Study and or linked data. Please email EOI to [45andUp.Research@saxinstitute.org.au](mailto:45andUp.Research@saxinstitute.org.au).  Continue to Sections 4 or 5 if you are proposing a new collection or require the Study’s biospecimens.  Proceed to Sections 6 and 7 if you have previously completed an EOI and received a feasibility assessment and a fee estimate. |

## Section 4: New collections

**Only complete this section if your research project includes contacting participants for a new data collection** **(e.g. survey, intervention, biospecimens).** Although Study participants have consented to be re-contacted for additional research, they have not consented to be contacted on demand. As such, decisions on whether the contact is justifiable will be made by the 45 and Up Study Chief Investigator and advisors to ensure the contact is warranted.

### Justification

* 1. Why is the 45 and Up Study cohort particularly suited to your project? (Up to 100 words)

Enter text.

### Project method and sample

The following items help the Study team estimate the number of participants that must be invited to join your project, and whether you need to access data in a SURE workspace prior to recruitment.

* 1. What are you asking participants to do? (Up to 50 words)

Briefly explain the type of data collection and what is required of participants (e.g. complete a once-off questionnaire of xx pages; complete xx online questionnaires of xx minutes each at xx monthly intervals; donate a saliva biospecimen and complete a questionnaire; join an intervention project; have physical measures taken).

Enter text.

* 1. Do you need to conduct analyses of existing data to identify your cohort of interest? (e.g. to identify a cohort with multimorbidity or those hospitalised or in aged care.)

Yes  No

If No, proceed to 4.4

If Yes, ensure you have completed Sections 2 and 3. Please describe your requirements:

Enter text.

* 1. What sample sizes are required for your project?

|  |  |
| --- | --- |
| Optimal | Enter text. |
| Minimum | Enter text. |

Comments (optional):

Enter text.

* 1. Do you have an estimate of the likely response rate?

Yes  No

If No, proceed to 4.6

If Yes, provide the estimated response rate and explain how this was identified (e.g. if you have previously undertaken a similar program of work, or as shown in the literature):

Enter text.

* 1. What is the estimated prevalence of the condition in people aged 55 years and over?

The 45 and Up Study data books with self-reported data on various conditions can be found [here](https://www.saxinstitute.org.au/solutions/45-and-up-study/use-the-45-and-up-study/data-and-technical-information/).

Enter text.

* 1. List inclusion and exclusion criteria, such as age groups, sex, health conditions, or health service use:

|  |  |
| --- | --- |
| Inclusion criteria: | Enter text. |
| Exclusion criteria: | Enter text. |

### Invitations and consent

The Study has successfully used email, post and a combination of these in recruiting participants and increasing response rates. Around 50% of the contactable Study cohort is available by email, but not all email invitees have regular online access. Including postal invitations broadens the available cohort for the project.

* 1. How will participants be invited to join your project, and how will they provide consent?

Email invitation with online consent only

Email and postal invitations with online or hardcopy consent (A fee estimate can be provided based on 50/50 split between the contact options, however the contactable cohort may be a different ratio. Please add comments in text box below or contact us to discuss)

Postal invitation with hardcopy consent and questionnaire included

Other, please specify:

Enter text.

* 1. Do you want to send any reminders?

Yes  No

If No, proceed to 4.10

If Yes, please specify how many reminders, and by what mode (email or post):

Enter text.

### Timeline

The following items help to estimate participant availability and burden.

* 1. When do you want to start fieldwork?

Month, Year.

* 1. What is the latest possible date to start fieldwork?

Month, Year.

* 1. How long do you anticipate your project will be in the field, from initial invitations to close of data collection?

Months.

* 1. Do you have final dates by which data collection and/or analysis must be complete, for example to meet grant deadlines?

Yes  No  Unsure

If No or Unsure, proceed to 4.14

If Yes, please complete details:

|  |  |
| --- | --- |
| Data collection: | Month, Year. |
| Analysis: | Month, Year. |

### Reporting obligations

* 1. Do you expect to have specific reporting requirements throughout fieldwork?

☐ Yes ☐ No ☐ Unsure

If No or Unsure, proceed to 4.15

If Yes, provide details such as the frequency and complexity of the reports required:

Enter text.

### Biospecimen data collection and management

All research projects collecting biospecimens are required to collect additional specimens and/or data that can later be made available to other researchers as part of the 45 and Up Study Biospecimen Collection. Please email [45andUp.Research@saxinstitute.org.au](mailto:45andUp.Research@saxinstitute.org.au) in the early stages of project development to discuss the options available for collection, processing, and storage of biospecimens.

* 1. Does your project include a new collection of biological samples?

Yes  No

If No, proceed to 4.20

If Yes, what type of specimens will be collected? (e.g. blood, saliva, tissue, faecal, other)

Enter text.

* 1. How will the biospecimens be collected? (e.g. NSW Health Pathology collection centres, private pathology clinics, mail)

Enter text.

* 1. What processing do you require? (e.g. plasma, DNA, buffy coat etc)

Enter text.

* 1. Will you be using the NSW Health Statewide Biobank to process and/or store the biospecimens?

Yes  No  Unsure

If Yes, proceed to 4.19

If No or Unsure, please specify where the biospecimens will/may be processed and stored:

|  |  |
| --- | --- |
| Location for processing: | Enter text. |
| Location for storage: | Enter text. |

* 1. Describe the proposed management of data resulting from biospecimen collection, including storage, security and transfer of data:

Enter text.

### Data analysis requirements

This section relates to analyses of the new data collection for your project. Details for all other datasets and variables required for analysis must be listed in Section 2.

* 1. When is linkage to 45 and Up Study data required?

It won’t be required

After data collection is complete only

At intervals throughout data collection (please specify timing and frequency e.g. initially to identify cohort, then following the new collections)

Enter text.

* 1. Do you require linkage between the new data collection and other datasets?

Yes  No  Unsure

If No or Unsure, proceed to next relevant section.

If Yes, please describe your requirements:

Enter text.

## Section 5: Accessing the 45 and Up Study Biospecimen Collection

**Complete this section if your research project requires access to the 45 and Up Study’s collection of biological samples.** Applications will be considered with regards to the scientific justification for the research; the validity and utility of the assays; and the sample volume requirements. Details of currently stored biospecimens are [here](https://www.saxinstitute.org.au/wp-content/uploads/Biospecimen-collection-flyer.pdf). Derived data from biospecimen research need to be returned to the Study for use by other researchers.

* 1. Describe the requirements of your biospecimen research:

|  |  |  |  |
| --- | --- | --- | --- |
| Sample type | Minimum total Volume | Collection period | Number of participant samples |
| Choose an item. | Enter text. | Enter text. | Enter text. |
| Choose an item. | Enter text. | Enter text. | Enter text. |
| Choose an item. | Enter text. | Enter text. | Enter text. |
| Choose an item. | Enter text. | Enter text. | Enter text. |
| Choose an item. | Enter text. | Enter text. | Enter text. |
| Choose an item. | Enter text. | Enter text. | Enter text. |

If you wish to proceed with an application request for use of the 45 and Up Study biospecimen collection, please email [45andUp.research@saxinstitute.org.au](mailto:45andUp.research@saxinstitute.org.au).

|  |
| --- |
| **End here if you are submitting an Expression of Interest.**  Please submit your EOI to [45andUp.Research@saxinstitute.org.au](mailto:45andUp.Research@saxinstitute.org.au) for review.  **Proceed to Sections 6, 7 and 8 if this is a funded project application.** |

## Section 6: Full Application

**Complete this section if you have funding for your project and are submitting a final Project Application.**

* 1. Have you previously submitted an Expression of Interest for this project?

Yes  No

If No, proceed to 6.2

If Yes, please ensure that all earlier sections are up to date for your application, including funding information, and specify any items that have been changed.

|  |  |
| --- | --- |
| EOI reference number: | Enter text. |
| Changes were made to: | Enter text. |

* 1. Chief Investigator (Lead Investigator/Primary Investigator):

The Chief Investigator as named on the ethics approval has overall responsibility for the project and has the authority to sign-off on instructions regarding the project.

|  |  |
| --- | --- |
| Full Name | Full Name |
| Position | Position |
| Organisation | Organisation |
| Contact Email | Contact Email |
| Contact Phone | Contact Phone |

* 1. Contact Person:

A nominated individual to interact with the 45 and Up Study or SURE regarding the project. The Contact Person may provide instructions regarding the project with sign-off from the Chief Investigator.

|  |  |
| --- | --- |
| Full Name | Full Name |
| Position | Position |
| Organisation | Organisation |
| Contact Email | Contact Email |
| Contact Phone | Contact Phone |

* 1. Researchers:

Complete the following table with information about all researchers on this project.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Researcher | Institution and Department | Position | Email | Phone number | Will this researcher be accessing data in SURE?\* |
| Enter text. | Enter text. | Enter text. | Enter text. | Enter text. | Enter text. |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

* 1. Collaborative partners:

Do you have any non-academic partners or members of your research team?

Yes  No

If No, proceed to next section.

If Yes, provide details of all non-academic researchers on this project including name, organisation, position and role: (e.g policymaker, consumer, clinician)

Enter text.

## Section 7: Researchers analysing data in SURE

**Complete this section if you have funding for your project and are submitting a final Project Application.** Each researcher accessing data in SURE must complete this section. Please click [here](https://www.saxinstitute.org.au/wp-content/uploads/Additonal-researchers-SURE-access-form.docx) for additional forms and submit them along with this form.

* 1. Researcher:

|  |  |
| --- | --- |
| Full Name and Title | Full Name and Title |
| Role in research project | Position |
| Postal address | Organisation |
| Mobile Phone\* | Contact Phone |

*\*Required for one-time password and soft token authentication for SURE access*

* 1. Will this researcher be curating the SURE workspace?

The SURE workspace curator is a named person nominated by the Chief Investigator, who is responsible for reviewing and approving all incoming and outgoing data flows and files on the SURE workspace. The curator is also responsible for ensuring that any information entering the workspace complies with Ethics and Data Custodian approvals.

Yes  No

* 1. Has the researcher accessed SURE for any other projects?

Yes  No

If No, proceed to 7.4

If Yes, provide project details: (e.g. Project title or SURE workspace name, years using SURE)

Enter text.

* 1. Is the researcher an Early Career Researcher?

Yes  No

If Yes, proceed to 7.10

* 1. Is the researcher a student?

Yes  No

If No, proceed to 7.10

If Yes, are they a:

PhD student

Masters student

Other student:

Enter text.

* 1. Student’s area of research:

Enter text.

* 1. Name of student’s supervisor and organisation:

Enter text.

* 1. Is the supervisor accessing 45 and Up Study data for this project?

Yes  No

* 1. Funding source:

Enter text.

* 1. Select the SURE Virtual Machine type required:

Click [here](https://www.saxinstitute.org.au/solutions/sure/sure-fees/) for more information on machine types and statistical analysis software requirements.

Standard (with Licensed Software)

Standard (free software only)

Power (with Licensed Software)

Power (free software only)

Power X2

Power X4

Power X8

Supervisory role only

* 1. Will the Virtual Machine be shared with another person?

Yes  No

If No, proceed to next section

If Yes, name the researchers sharing a Virtual Machine:

Enter text.

## Section 8: Contract and invoicing details

**Complete this section if you have funding for your project and are submitting a final Project Application.** This information will be used to prepare the Research Activity Agreement for your project.

* 1. Contract sign off authority:

|  |  |
| --- | --- |
| Title, Name | Title, Name |
| Organisation | Organisation |
| ABN | ABN |
| Address | Address |
| Contact Email | Contact Email |
| Contact Phone | Contact Phone |

* 1. Contact for invoice:

You may nominate an invoice recipient by providing their details below. If left blank, the invoice will be sent to the Chief Investigator or nominated contact person.

|  |  |
| --- | --- |
| Recipient Name | Recipient Name |
| Contact Email | Contact Email |
| Contact Phone | Contact Phone |

* 1. Data details, justification and formats:

The 45 and Up Study Dataset and Variable Selection Form must be completed for a Project Application where you have requested access to 45 and Up Study data, MBS or PBS data. Please download and complete the spreadsheet [here](https://www.saxinstitute.org.au/wp-content/uploads/45-and-Up-Study-dataset-and-variable-selection-form.xlsx) and submit it with this form.

* 1. Additional documents:

Please list any other documents that will be submitted with this form such as a project protocol, ethics’ proposal and ethics’ approval, feasibility assessment etc.

Enter text.

* 1. Application sign-off by Chief Investigator:

|  |  |
| --- | --- |
| Full Name | Full Name |
| Signature *Insert jpeg or print to sign.* |  |
| Date | Date |