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**Academic Pediatric Association**

**Research Proposal to the APA Board of Directors**

**Proposal Review Criteria and Process**

Any research proposal may be submitted for consideration. The APA Research Proposal Outline (see below) should serve as a template to help structure proposals in a standardized fashion. Proposals should be no more than 2 pages long. Institutional IRB approval need not be obtained prior to submission of proposals but will be necessary prior to initiating any study.

1. **Title of Proposed Project:**
2. **Study Team:** Please list the Principal Investigator and other collaborators
3. **Objective and Specific Aims:** Clearly identify the primary objective and the aims you will accomplish to meet your overall objective
4. **Identify the evidence gap study results will fill and the significance of the findings.** Please keep this section to 1 paragraph.
5. **Describe Study Design:** Include details about the study sample and N
6. **Description of the study team/key personnel:** Describe the role mentor(s), mentee(s), and others will play in contribution to the study
7. **Long Term Vision:** Explain why you want to work with the APA, expected benefits to collaboration, benefits to participants, current and/or potential funding mechanisms, and proposed next steps after study completion
8. **Appendices:** Copies of all study instruments, biosketch(es) of principal investigator(s), copy of IRB approval/exemption (if already obtained)