Protocol for a Research Project Submitted for Review to the
HAMPTON UNIVERSITY
Institutional Review Board

All research involving human subjects must be reviewed by the Hampton University IRB. Submit the IRB proposal following the guidelines of this proposal submission form. Please label the sections as indicated below. A proposal that does not follow these guidelines or is incomplete will be returned. Submit **one electronic copy in PDF format** of the full thesis or project/grant proposal and one of the following: IRB Approval Form with approval signatures, IRB Application Form and Informed Consent Form and other pertinent attachment(s):

Dr. Abiodun Adibi, Chair, Hampton University IRB
irbchair@hamptonu.edu

Applications are reviewed monthly. Submit IRB applications no later than one month in advance of a scheduled IRB meeting. Please check with the IRB chair for the schedule of IRB meetings. You are strongly advised to contact Dr. Adibi before submission of IRB documents to determine what level of review will be required.

Dr. Abiodun Adibi, Chair, Hampton University IRB
Department of Biological Sciences, 203 DuPont Hall Telephone: 757-727-5017

All questions on the IRB application must be answered. Approvals by another federally approved IRB may be accepted. Copies of approvals and an abstract of the study must be filed with the Hampton University IRB for review for all proposals approved by an external IRB.

Project Title:

Principal Investigator:
Department:
School:

Address:
Telephone:
E-mail:

Faculty Advisor: (if applicable):
Address:
Telephone:
E-mail:

Is this project a continuation of a previously approved project? ◯Yes ◯ No
Project Period:
Funding Source:

In a brief abstract, please provide the following information using the headings given.

Introduction: Include rationale; statement of purpose, aims or objectives; research questions or hypothesis as appropriate. Citations from the literature should be included in support of your proposal.

Methods:

Study Design: Give brief overview of the design. Cite references pertaining to the proposed research methods as needed. If there is an intervention, include a section clearly describing the intervention involved. Are there any alternatives to the proposed (i.e. "experimental") procedure? If so, what are they?

Setting: Describe location where study will be conducted, including how you will plan to gain access to subjects in the setting and procedures for obtaining permission for the study. Attach any supportive documentation (i.e. letter of agreement form host agency).

Participants: Include criteria to be used in selecting participants, including any inclusion or exclusion criteria (e.g. age, gender, and ethnicity). Give anticipated number of subjects. Discuss criteria related to health status, if relevant. Provide any other additional information that may help to determine potential risk to participants.

Instruments: Describe measures, instruments, or tools to be used. **Attach copies of all data collection instruments. Attach verification of author's permission to utilize copyrighted material.**

Procedures: Describe how participants will be recruited and selected. **Attach any advertisements, flyers, consent forms, and verbal or written information given to potential subjects.**

What will the participants be asked to do in the study?

How will you obtain informed consent from participants and parents (if applicable)?

Discuss any inducements, such as money or gifts, used for participation. If payments are given, discuss the amount and method of disbursement.

Are any aspects of the subject kept secret from the participants? ○ No ○ Yes (Please describe)

Is any deception used in the study? ○ No ○ Yes (Please describe)

Are participants misled about any aspect of the study? ○ No ○ Yes (Please describe)

Will participants be recorded on video or audio taped? ○ No ○ Yes

Will participants be recorded without their knowledge? ○ No ○ Yes

Risk/Benefit: Discuss the potential risks of the study. This may include possible physical injury, complications or side effects, emotional distress or violation of privacy.

Where potential risks exists, what will you do to protect participants from these hazards? Discuss how risks will be minimized or consequences handled.

How will you protect the confidentiality of your participants? (Check one.):

- ○ Identifying names or numbers will not be collected. (Data are anonymous.)
- ○ Codes will be used on data; the list linking codes to personal identifiers will be kept secure. (Data are confidential.)
- ○ Other. Please describe:

Will participants be debriefed? ○ No ○ Yes (Include your debriefing statement.)

What benefits can reasonably be expected from the study? Discuss direct benefits to the individual, if any, as well as to a particular community or society at large.

What is the potential impact of the study for the subject, the institution, and the field?

Remember to include copies of data collection instruments, information letters, advertisements, consent forms and letters of permission from agencies involved in the research with your electronic submission.

Signature of Principal Investigator:

_____ Date: _____

Email these materials in a PDF format to:

irbchair@hamptonu.edu

If you have any questions, please contact the Chair of the IRB:

Dr. Abiodun Adibi
203 DuPont Hall
Department of Biological Sciences
Telephone: (757) 727-5017
Email: irbchair@hamptonu.edu