**Research Proposal (Form B)**

**Instructions:**

Write your research proposal using the following format. The research proposal should be no more than 5 pages in length. Your final proposal should be combined in one document with Form A (new project overview information) or Form D (continuing or modified project overview), plus any necessary consent or data collection forms for submission. Therefore, your final document for submission may exceed 5 pages. Contact the RRB administrator with any questions.

1. **Date of Submission**
2. **Project or Study Title**
3. **Researcher Background**

Provide a brief overview of the researcher’s qualifications to conduct this research and information about the sponsoring institution, if any. Describe any potential conflicts of interest related to relationships with research subjects, financial benefit, or other potential conflicts and how such conflicts (if any) will be managed.

1. **Project Overview**

Describe the overall purpose of this research. If the project involves evaluation of a program or intervention, provide a brief summary of the program or intervention.

1. **Benefits to District and the Field of Education**

Describe how this project will contribute to Elmhurst CUSD 205, individual participants, and/or the field of education more broadly, including references to relevant literature as appropriate. Your description should include information about any information or data to be provided back to participants during or after the study, or other potential benefits.

1. **Research Question(s) and Hypotheses**

Describe the specific research/evaluation questions to be investigated and associated hypotheses.

1. **Research Methods, Activities, and Timeline**

In this section, provide a description of each of the following:

* the specific methods to be used to address the research questions, including what data is needed, how the data will be collected, how data will be analyzed, and how these methods and numbers of participants are adequate to address the research questions
* student and district or school staff involvement, including total amount of time needed for any research activities for each participant as well as numbers of participants and/or schools
* how participants will be recruited and identified for this research, as applicable (including discussion of any proposed compensation proposed as part of recruitment **or** participation)
* any potential risks involved in participation, and how such risks will be minimized
* the timeline for all research activities

If applicable, you must provide the specific instruments to be used to collect new data required for the research. In addition, you must obtain informed consent/assent from all participants. Include copies of all data collection instruments and consent forms when submitting your application. Also include any materials planned to be used as part of recruitment procedures.

If you will be requesting existing student data records (e.g., test scores, attendance, etc.), please note that you will need to submit a separate data sharing agreement if the research application is approved.

1. **Data Security and Privacy**

Describe how participant confidentiality will be maintained and how study data will be stored, safeguarded, and destroyed at study completion. If applicable, describe what procedures have been implemented to safeguard against any potential violations of FERPA or ISSRA and how any harm from information exposure would be addressed.