Please email the completed form and the proposal for PPS review along with any supporting documents to dppmail@bsc.gwu.edu.

 For further details, consult the Publications and Presentations Policy. Here are some tips for writing your proposal:

* New paper topics are introduced by any member of the research group. The proposals should be written by a small number (2-4) of research group members with no more than two people from one center to allow room for others to volunteer.
* Proposers are not limited to members of the DPP Research Group, but each proposal must include at least one DPP Research Group member. A DPP Research Group member must be the writing group chair (or at least one of two co-chairs) to ensure that DPP policies are followed, but the chair need not be the first or senior author of the paper.
* Keep your proposal short and simple with sections for background, main question, specific questions, and hypothesis. The detailed analytic strategy and methods should be developed later with the statistician assigned to the paper; we prefer they not be specified in detail in the original proposal.
* PPS meets on the 2nd and 4th Thursday of the month. Agendas are assembled on the Friday before the scheduled meeting so plan your submission accordingly.

|  |  |  |
| --- | --- | --- |
|  | Title of proposal:  |  |
|  | Date of proposal submission: |  |
|  | Brief Description: |
|  |  |
|  | Writing group chair name(s): *Please designate one or two of the proposers as writing group chair(s).* |
|  |  |
|  |  |
|  | Other members of the proposing group: *Names of investigators listed on proposal beyond the chair(s).* |
|  |  |
|  |  |
|  | Which phases of data will be included in the manuscript? (select all that apply) |
|  |  |  | DPP (1996-2002)  |  |  | DPPOS Phase 2 (2008-2013) |  |
|  |  | DPPOS Phase 1 (2002-2008) |  |  | DPPOS Phase 3A (2013-2018) |  |
|  | Type Designation*If unknown, review PPS policies or contact* *dppmail@bsc.gwu.edu**. (Note that on approval of the proposal, PPS may change the type.)* |
|  |  |  | A (primary communication) |  |  | C (ancillary/consortium) |
|  |  | B (secondary communication) |  |  | D (miscellaneous/methodological) |
|  |  |  |  |  | E (review/commentary) |
|  |  |
|  | Is this a consortium proposal? |  | Yes |  |  | No |  |  | Unknown |
|  |  |  |
|  | Is this a Genetics group proposal? |  | Yes |  |  | No |  |  | Unknown |

|  |  |  |
| --- | --- | --- |
|  | Category (select one or both): |  |
|  |  |  | Publication (indicate target journal): |  |
|  |  |  | Presentation (note group/conference, location, date): |  |
|  |  |  |
|  | Research questions and/or hypotheses: |
|  |  |
|  | If a feasibility analysis is required, please describe. |
|  |  |
|  | Background (explain the scientific background and rationale) |
|  |  |
|  | How will this analysis/manuscript contribute to scientific knowledge? Do the results have the potential to change clinical practice? |
|  |  |
|  | If not full DPP cohort, description of sample (inclusion/exclusion criteria). |
|  |  |
|  | Identification of subgroups included in the analysis (e.g. race/ethnicity, sex, age groups, etc) |
|  |  |
|  | Data to be included (e.g. created variables, demographics, lab values, baseline, follow-up, etc).  |
|  | * Outcome of Interest
 |
|  | * Determinants of Interest
 |
|  | * Covariates to consider (e.g. sex, race, smoking, fasting blood glucose, etc). Identify which of the listed covariates are hypothesized confounders, mediators or effect modifiers.
 |
|  | Briefly describe the limitations of your proposed study within the DPPOS and the generalizability of the results.  |
|  |  |
|  | Briefly describe the analytical approach and summary measure(s) to be used, and explain why they are appropriate to answer the question(s) of interest.  |
|  |  |
|  | Please review the DPPOS Publications (<https://dppos.bsc.gwu.edu/web/dppos/publications>) and writing groups in process (<https://dppos.bsc.gwu.edu/group/dppos/writing-groups>). Briefly indicate that this proposal does not duplicate other papers or if similar to other approved topic areas, indicate how this paper will be different. |
|  |  |
|  | Attach narrative and/or outline of tables/figures, if available  |
|  |  |
|  | References  |
|  |  |

For each member of the proposing group, please submit a copy of the following form.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Affiliation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role in DPPOS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you read and agreed to the Uniform Requirements for Manuscripts Submitted to Biomedical Journals on Authorship and Contributorship (ICMJE)?

*(Please mark Yes only if you have read the requirements and agree that you will meet these requirements as a member of this writing group. See* [*http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html*](http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html)*)*

\_\_\_ Yes \_\_\_ No \_\_\_ Unknown

If selected for participation on this writing group, I agree to not view or request to view any participant level data with identifiers (including any visit dates, birth dates or participant IDs).

\_\_\_ Yes \_\_\_ No \_\_\_ Unknown

I have completed CITI Human Subjects Research training (or equivalent) within the past two years.

 \_\_\_ Yes \_\_\_ No \_\_\_ Unknown

Additional information about the reasons for your interest in this paper and what you expect to contribute.