

Preliminary Proposal Template

Title:

Principal Investigator:

Date:

Prerequisites Checklist

1. I have read these research proposal guidelines.
2. I have corresponded with an RDC administrator about my prospective project.
3. I understand that the predominant purpose of this project must benefit the Census Bureau data programs.
4. I understand that there are usually lab fees for using an RDC.
5. I understand that work is performed in a restricted access environment and only cleared results are allowed to leave the RDC.
6. I understand that the approval process may take a considerable amount of time, for example, if review by other agencies or data owners is required or if data availability issues exist.

I have performed each checklist item above: Please initial _____

Duration:

Funding Source:

Description:

Census Datasets:

Years of Data:

Primary RDC Location:

Secondary RDC Locations:

Benefits:

Research Team

Name	Affiliation	Email	Type	Involvement	Citizenship	RDC

Instructions for Preliminary Proposal

These instructions provide some context for entering the information about your project in the Preliminary Proposal form. Note that it is not necessary to have all information exact to fill out this form, as the information can be updated any time up until the proposal is submitted for Census review. It is expected that you will update the information as you go along as part of the proposal development activity. The final version of this form will be submitted along with your proposal.

Title: The title of your proposal.

Principal Investigator: Researcher that will submit the proposal for Census review, and will be the central focal point of communication with Census on proposal and project affairs.

Date: Today's date

Please perform each checklist item and type your initials to indicate agreement.

Duration (months): Number of months of access to the data in the RDC starting from the first day of logon (after project approval) to RDC project completion.

Funding Source: List sources of funding for the RDC lab fees, as well as funding for the research project overall.

Description: The description is intended to give Census staff a short idea of what your research project is about, as well as the potential Census benefits.

Census Datasets: A list of the internal census datasets requested in the proposal. Please list the acronyms for the datasets from the links in Appendix A. The acronyms are in parenthesis after the dataset names in the tables.

Years of Data: The time span of the data you will use for your research project.

Primary RDC Location: The main RDC location from which the project will be administered.

Secondary RDC Locations: Any additional RDC locations researchers from the project will use regularly.

Benefits: The relevant benefit criteria the project will address. Please list the benefit numbers as taken from the benefit criteria listed in Attachment 2. Please note that only benefit numbers #5 to #12 are valid for projects requesting economic (Title 26) data.

Research Team

List the full name, institutional affiliation, email address, and other requested information for all researchers affiliated with the project.

Name	Affiliation	Email	Type	Involvement	Citizenship	RDC

Type: PI = Principal Investigator, CI = Co-investigator, RA = Research Assistant.

Involvement: Indicate the expected involvement of each researcher (the level of involvement determines whether the researcher will need to undergo the Special Sworn Status (SSS) background check and whether the researcher needs a computer account on the project):

A = Directly accessing data in the lab (SSS and Computer Account),

B = Viewing undisclosed output in the lab (SSS, no Computer Account),

C = Advising on or coauthoring papers based only on disclosed output outside the lab (no SSS, no Computer Account)

Citizenship: Indicate country of citizenship.

RDC: Indicate the RDC the researcher is planning to use.

Attachment 1 – part C

Example Preliminary Proposal

Title: R&D Investment and Plant Productivity

Principal Investigator: John Smith

Date: 03/13/2012

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I have performed each checklist item above: Please initial JBS

Duration (months): 36 months

Funding Source: National Science Foundation

Description: The project will investigate the effect of investment in research and innovation on the evolution of plant productivity over time. Benefits to Census include linking external patent data to explore the extent to which R&D activity is captured in the BRDIS and SIRD surveys.

Census Datasets: BRDIS, SIRD, ASM, CMF

Years of Data: 1992-2009, and if available 2010-2012

Primary RDC Location: Boston

Secondary RDC Locations: Chicago

Benefits: 5, 11

Research Team

Name	Affiliation	Email	Type	Involvement	Citizenship	RDC
John B. Smith	Belmont University	smithj@belmont.edu	PI	A	USA	Boston
Jane F. Parker	Northwestern University	parkerj@northwestern.edu	CI	A	Canada	Chicago