



Fellows' Pelvic Research Network (FPRN)® Research Proposal

Proposals must be submitted as one pdf document, single-spaced, in Arial 11 font, left-aligned with 1-inch margins. Parts 1-14 of proposals should not exceed 5 pages. It is recommended to thoughtfully draft the proposal to reflect the skeleton of the future manuscript and facilitate rapid IRB submission. **PROPOSAL SECTIONS (Please use these headings in your proposal and keep sections in exact order as listed below. Submit as one pdf document)**

1. **Name of Principal Investigator, Degree(s):** (Must be a Clinical Fellow in a Gynecologic Surgery Field):
Fellowship Program (Institution and Fellowship Type):
Year in Fellowship:
PI Candidate Background (200 words): Describe your interest in collaborative research and how past experiences and/or accomplishments have influenced your desire to lead the proposed project. If a senior fellow is applying in conjunction with a junior fellow, the junior fellow (co-PI) background and commitment to this research project must also be stated.
2. **Project Title:**
3. **Mentor Information:** ^[1]_{SEP} Provide a list of project mentors (may be a mentor from within the PI's home institution, or from a different institution. If the PI needs help in identifying a faculty mentor, please contact an FPRN® Steering Committee for assistance and they will assist with identifying a mentor.
4. **Abstract (no more than 200 words):** Provide a succinct overview of the proposal. Note which health topic is addressed in the proposal. Write for a broad academic audience and avoid or explain technical jargon, field-specific terminology, or acronyms. ^[1]_{SEP}
5. **Introduction and Literature Review:** Clearly describe background to support the significance of the proposed study. It is important that the hypothesis addresses a gap within the current scientific evidence. This section should reflect a thorough assessment of the literature.
6. **Research Plan:** List the specific aims (primary and secondary) and objectives of the proposal, with clear research questions or hypotheses for each.
 - a. What is your primary outcome?

- b. What are your secondary outcomes? Avoid picking too many, so that the study is attainable.
7. **Methods:** Describe in detail how the proposed research data will be obtained. Additionally include:
 - a. **Inclusion criteria:**
 - b. **Exclusion criteria:**
 - c. **Statistical Plan and Proposed Analyses:**
 - d. **Sample Size Calculation:** Provide as detailed a sample size calculation as possible, including, as appropriate, citations that support the calculation. If a sample size calculation does not apply to your study design, then give an estimate of how many subjects you anticipate needing, and the rationale for that sample size.
8. **Timeline:** Describe the project timeline, including preparing manuscripts and proposals, as well as dissemination of results to the community. Example timeline for a retrospective study design is included.
9. **Feasibility:** The candidate PI should describe the feasibility of their project. Provide detailed information on the number of patients per year (as well as number of years of data available if appropriate to the research design) that meet inclusion/exclusion criteria at the home institution. If known, provide these same data for potential collaborating research sites. The number of patients should support the feasibility of the study when the sample size is considered.
10. **FPRN relevance:** Please describe how the study is suited for the multi-center nature of the FPRN®.
11. **Future Plans:** Describe anticipated next steps and follow up after completion of this study.
12. **Budget and Justification:** Provide a budget that describes how FPRN® funds will be utilized in support of the project. Monies, for example, may be used towards supplies or equipment, statistical support, or patient compensation. Please provide justification for any budget item that is not self-explanatory. A budget template is attached below. *(Provide best reasonable estimates of costs. There are not precise guidelines or limits to budgeted amounts, but examples from past projects have ranged from no cost or several hundred dollars for local statistical support in a retrospective chart review to \$5-\$10k when considering participant gift cards in a prospective study. Monies from the FPRN® cannot support institutional Facilities & Administrative costs—i.e. “indirects”).*
13. **Institutional Support:** Provide a letter of support from your fellowship director or faculty research advisor describing your institutional and fellowship program support (e.g., if the study is approved, would one of your local faculty plan to co-mentor the study?)
14. **Annotated References:** Include at least 5-10 citations and an annotated bibliography with a 1-2 sentence summary of each study.