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## Data Request form YOUth (version 6.0, February 2020)

Introduction

The information you provide here will be used by the YOUth Executive Board, the Data Manager, and the Data Management Committee to evaluate your data request. Details regarding this evaluation procedure can be found in the Data Access Protocol.

All data requests will be published on the YOUth researcher’s website in order to provide a searchable overview of past, current, and pending data requests. By default, the publication of submitted and pending data requests includes he names and institutions of the contact person and participating researchers as well as a broad description of the research context.

After approval of a data request, the complete request (including hypotheses and proposed analyses) will be published. If an applicant has reasons to object to the publication of their complete data request, they should notify the Project Manager, who will evaluate the objection with the other members of the Executive Board and the Data Management Committee. If the objection is rejected, the researcher may decide to withdraw their data request.

Section 1: Researchers

In this section, please provide information about the researchers involved with this data request.

* Name, affiliation and contact information of the contact person
* Name and details of participating researchers (e.g. intended co-authors)
* Name and details of the contact person within YOUth (if any)

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| 1. **Contact person for the proposed study:**
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| Name: |  |
| Institution: |  |
| Department: |  |
| Address: |  |
| Email: |  |
| Phone: |  |

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| 1. **Participating researcher:**
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| Name: |  |
| Institution: |  |
| Department: |  |
| Address: |  |
| Email: |  |
| Phone: |  |

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| 1. **Participating researcher:**
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| Name: |  |
| Institution: |  |
| Department: |  |
| Address: |  |
| Email: |  |
| Phone: |  |

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| 1. **Participating researcher:**
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| Name: |  |
| Institution: |  |
| Department: |  |
| Address: |  |
| Email: |  |
| Phone: |  |

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| 1. **Participating researcher:**
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| Name: |  |
| Institution: |  |
| Department: |  |
| Address: |  |
| Email: |  |
| Phone: |  |

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| 1. **Contact person within YOUth (if any)**
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| Name: |  |
| Institution: |  |
| Department: |  |
| Address: |  |
| Email: |  |
| Phone: |  |

Section 2: Research context

In this section, please briefly describe the context for your research plans. This section should logically introduce the next section (hypotheses). As mentioned, please note that this section will be made publicly available on our researcher’s website after submission of your request.

Please provide:

* The title of your research plan
* A very brief background for the topic of your research plan
* The rationale for and relevance of your specific research plan
* The specific research question(s) or aim(s) of your research (Please also provide a brief specification)
* A short description of the data you request

References can be added at the end of this section (optional).

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| **Title of the study** |
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| **Background of the topic of your research plan, rationale, relevance (max. 500 words)** |
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| **The specific research question(s) or aim(s) of your research** |
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| **Summary of the data requested for your project:** Please indicate which data you request to answer your research question. |
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| **References** (optional) |
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Section 3: Hypotheses

In this section, please provide your research hypotheses. For each hypothesis:

* Be as specific as possible
* Provide the anticipated outcomes for accepting and/or rejecting the hypothesis

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| **Hypotheses** |
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Section 4: Methods

In this section, you should make clear how the hypotheses are tested. Be as specific as possible.

Please describe:

* The study design and study population (Which data do you require from which subjects?)
* The general processing steps (to prepare the data for analysis)
* The analysis steps (How are the data analysed to address the hypotheses? If possible, link each description to a specific hypothesis)
* Any additional aspects that need to be described to clarify the methodological approach (optional)

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| **Study design, study population and sample size** (e.g. cross-sectional or longitudinal; entire population or a subset; substantiate your choices) |
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| **General processing steps to prepare the data for analysis** |
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| **Specific processing and analysis steps to address the hypotheses** |
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| **Additional methodological aspects** (optional) |
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Section 5: Data request

In this section, please specify as detailed as possible which data (and from which subjects) you request.

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| **Data requested** |
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**Data request for the purpose of:**

**[ ]** Analyses in order to publish

[ ]  Analyses for data assessment only (results will not be published)

Publication type (in case of analyses in order to publish):

[ ]  Article or report

[ ]  PhD thesis

[ ]  Article that will also be part of a PhD thesis

**Would you like to be notified when a new data lock is available?**

**[ ]** Yes

**[ ]** No

Upon approval of a data request, the complete request will be made publicly available on our researcher’s website by default.

**Do you agree with publishing the complete request on our researcher’s website after it is approved?**

**[ ]** Yes

**[ ]** No. Please provide a rationale

## Annex 1: Form contributions to YOUth

As the funding YOUth receives does not cover the costs of providing support for individual projects, nor for providing high quality data storage and access, YOUth maintains a ‘quid pro quo’ principle in granting access to YOUth data. This means that data can only be requested by researchers who contribute to YOUth either in time, or another significant contribution. When time or another significant contribution is not feasible, a financial contribution may be considered.

* **Time:** In return for data access, scientific personnel or students can be allocated to contribute to the continuation of YOUth.For each data request,scientific personnel need to contribute 500 hours (including training time) of their time. . In case of multiple data requests, Contribution will be in proportion to the number of data requests (e.g. for a PhD-thesis based on 4 data requests, 2000 hours need to be contributed). For detailed information regarding contribution in time, please see **Appendix 10.2 and 10.3 of the Data Access Protocol**.
* **Other contributions:**  The Executive Board will consider other forms of contribution in return for access to YOUth data. These forms of contribution need to be of significant importance to the maintenance of YOUth. Examples of these forms of contribution include use of equipment or other facilities, access to data that are relevant for YOUth, or method development.
* **Financial contribution:** If a contribution in time or another significant contribution to the maintenance of YOUth is not feasible, access to YOUth data may be obtained through a financial contribution. The size of the financial contribution depends on the type and amount of data requested.

Type of contribution the applicant wishes to make to YOUth in return for data access:

☐ Time

☐ Other contribution

☐ Financial contribution

**Contribution in time:**

☐ PhD student

☐ Other contribution, namely: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of hours to be contributed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Other contribution:**

Detailed description of the proposed contribution:

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**Financial contribution:**

Amount: €

**Signature YOUth manager**

Name:

Date:

Signature:

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