



APPENDIX A
CIHR-NET GENDER & AGGRESSION PROJECT
GUIDELINES FOR SUBMITTING PROPOSAL FOR RESEARCH PARTNERSHIP
JANUARY 2003

The CIHR project is quickly moving forward and dates for training and data collection are approaching. Although the project has been approved in principal, it will be reviewed in its entirety by sponsoring agencies over the next weeks. There are a number of things that you will need to do in order to pursue your research interests. Please review the following carefully and pay attention to the deadlines and training dates. If you have any questions, please contact me asap.

Proposed Measures for the Protocol:

Many of you were interested in adding new measures to the protocol, some which extended the measurement of constructs already under consideration in the project and others which added new dimensions. If you remain interested in having these measures included in the protocol you need to get them to me ASAP, but no later than Friday Jan. 24th. You do not need to provide the final copy of the measure, but you do need to provide a draft of it and provide sufficient information (i.e., a summary of psychometric properties, attach papers that address psychometrics) for review of the measure. If you are using an existing measure, identify items which have the largest factor loadings; subscales that are most relevant etc. Space in the protocol is limited and we will not be able to include long questionnaires or procedures, so do your best to narrow your focus and pick the best items.

Project Proposals:

All of you submitted a brief proposal indicating your domain of interest in the project. Please review your proposal and make sure the following details are included:

- a. A very brief summary of the research hypothesis; i.e., why your project is of scientific merit.
- b. A list of variables that are of interest to you in the project.
- c. A clear statement of hypotheses regarding relationships between variables.
- d. A summary of psychometric information related to any additional measures you wish to have considered for inclusion in the protocol.
- e. Names of any other persons who are collaborating on this project with you, including a statement regarding your anticipation of their involvement in publications that may arise from your use of the data.
- f. A statement regarding your availability to participate in data collection, specifying the number of hours you will be available per week. Data collection on the Maples site will be initiated in steps beginning in late January/early February. Data collection at Youth Forensic is anticipated to begin in mid-late February. We anticipate that the first wave of data collection will take 12-18 months.

Please forward your proposals to me ASAP, preferably by Friday Jan 24th. Each proposal will be reviewed by the team and each research site before it is approved. The

earlier you submit your proposal the easier it will be to identify your interests in the project.

Guidelines for Participation as a Researcher

There are a number of agencies involved in this project and many students. To facilitate our work together it is important that we share a common understanding of our responsibilities and rights.

As a student researcher in the project you will be responsible for:

- ensuring your availability to attend training sessions (see end of document) and meetings of the research team which will be scheduled approximately once a month or as needed.
- ensuring your availability to participate in data collection as specified in your proposal to the team.
- maintaining professional and ethical standards in your role as a researcher-clinician at all times.
- reporting to a designated on-site clinical supervisor whenever clinical issues arise that necessitate consultation.
- reporting to the senior investigator of the project regarding your progress on the project and regarding issues that necessitate consultation.

Presentations and Publications

In terms of presentations or publications that derive from the study, you are responsible for:

- Ensuring professional and ethical standards in the presentation of data that is produced from this project at professional conferences or in published works.
- Submitting a draft copy of any abstract or publication from this project to the senior investigator of the CIHR project in advance of formal submission to ensure compliance with guidelines of the project. We will ensure that this process is managed very efficiently so that submissions are not delayed; this is not a big formal process but merely a way of keeping track of what's being presented and where. Referencing information will also need to be submitted on a regular basis (i.e., name of presenters, conference, dates presented). We need to report to CIHR on a regular basis regarding productivity arising from the grant and thus require this information.
- Providing an educational seminar or presentation to sponsoring agencies that summarizes findings that you focus on from the study. The purpose of this presentation is purely educational; it will not constitute a 'defense' of the project.
- Providing a copy of any thesis (Hons. BA, MA or PhD) that is based in part or whole from this study to sponsoring agencies and to the senior investigator of the CIHR project. It does not need to be a bound library copy.
- Formally recognizing the support of the Canadian Institutes of Health Research (CIHR) and the specific grant (Aggressive and violent girls: Contributing factors, developmental course, and intervention strategies) in all presentations and publications that derive from the study.
- Note: Any presentation or publication which specifically addresses the nature of services provided by the Province of British Columbia must be formally approved prior to submission for consideration by any conference or printed publication

outlet. We do not anticipate that this will present problems for students or investigators.

Collaboration

- A guiding principle of the project is to develop collaborative relationships between investigators and students, and among investigators and students.
- In general it is expected that you will collaborate with at least one investigator on the CIHR team or an investigator from one of our sponsoring sites. You should consider who would be best suited to work with you in this regard.
- Individually pursued research interests in the project may be considered depending on the distinctiveness of the project and rationale presented by the individual.
- In cases where more than one individual shares a common research interest, they will be asked to consult with each other and propose a collaborative effort. It is important that you keep in mind that any construct or domain of research typically presents more than one aspect to pursue. For example, measures can be considered psychometrically, or in relation to other measures/constructs in the protocol, or in terms of predictive validity. Try to find a way to compliment each others interests and work collaboratively.
- It is unlikely that we will be able to anticipate the number and nature of all collaborations from this project. A principle underlying the project will be work cooperatively to support emerging collaborations while at the same time protecting the interests of all researchers involved in the project. Keep in mind that if researchers come on board the project late, or express research interest some where down the line, they may or may not be able to integrate with others who have already established a focused interest. It will depend on how much their needs fit with those of others who have already invested their time in the project.

Ownership of the Data

- Ownership of data produced in this project will be shared between the CIHR NET team, sponsoring agencies and all investigators involved in the project.
- We will work cooperatively with investigators to facilitate access to data; on the other hand, it is unreasonable to expect that you will be able to have free reign over the entire data set. Use of the data from the project in ways other than that specified in your proposal will require consultation with the CIHR senior investigator, research team and sponsoring agencies, and resubmission of your proposal.
- From time to time data from this project may be considered in conjunction with data from other sites. In such cases the investigator will seek the approval of proposal from the CIHR NET and sponsoring agencies.

Authorship Issues

- **Theses & Dissertations:** Your proposal to the CIHR team and sponsoring sites will be viewed as agreement that entitles you to authorship of thesis or dissertation; once your proposal is accepted by the team you can assume that you will be able to use the data specified in the proposal for your thesis or

dissertation without interference. The CIHR NET and sponsoring agencies will be silent on the issue of whether your project meets the standards of a thesis or dissertation; this issue will be left between you and your supervisory committee.

Publications:

- Authorship will be managed in accordance with the APA ethical standards and guidelines; only individuals who have made a direct and substantial contribution to the theoretical development, methodology and production of publications should be acknowledged as authors, other contributions can be acknowledged in author's notes.
- In general, you can expect that you will be able to senior author papers that reflect your specific interests in the project if you contribute to conceptual development, methodology and data collection and follow the project through to its written completion. Possibilities for sole authorship will also be present when this is felt to be appropriate by the CIHR NET team and other investigators.
- The CIHR NET maintains the right to publish material in the event that you fail to produce a senior authored and potentially publishable manuscript reflecting your specific research interests, or deriving from your MA or PhD research, within an 18 month period following the availability of usable data from the project, unless you can provide reasonable explanations for the delay of such work. In these cases, which we wish to avoid, your contribution will be reflected in junior authorship on the paper.
- The addition of authors to publications will be managed in accordance with the APA standards and guidelines.

Training Dates

All students collaborating on the project must attend training sessions for the PCL/SAVRY, the computerized version of the Diagnostic Interview for Children and Adolescents (DICA), and a review of general procedures in administration of the research protocol. Those who are interested can also attend a condensed Attachment coding seminar which we hope to sponsor in late spring. Please add the following dates to your agenda.

PCL/SAVRY Training

- February 14, 2003 from 1:00 to 5:00 p.m.
- February 15, 2003 from 9:30 to 5:30 p.m.

DICA Training

- TBA – we will schedule small group training sessions; training will likely require a couple of hours in the lab and working through one or two mock up session on your own. Please email Janice Haley (jlhaley@sfu.ca) with a schedule of your available times. Training should be completed by Feb. 21, 2003.

Administration of the Protocol

- Feb 21, 2003 from 10:00-1:00 pm, SFU lab