**Guidelines for presenting research ideas and full protocols at PALISI Main Meetings**

**v November 2023**

**Research ideas (new or revised) :** Research ideas are generally 15-minute presentations where you are at the beginning stages of formulating the research methodology details, and assessing interest/potential collaborators and feedback from the PALISI membership. The presentation is "short and sweet" and addresses a) the question, b) the significance of the question, c) the basic study design (approach), d) your plan for this idea over the next 6-12 months. (Will you be gathering more preliminary data for this idea, looking for funding sources, other?) Please also include responses to questions 1/2/3 below. *Note that you CAN present a research idea at one meeting, receive feedback, and present a revised research idea at a subsequent PALISI meeting.*

**Full protocols:** Full protocols are protocols that are a) on their way to IRB for approval, b) still need sage feedback from PALISI members to help make the protocol methodology sharper (with the intent to get the project funded) and more successfully implemented, c) generally are looking more concretely for PALISI sites interested in participating and d) perhaps searching for collaborators from within the PALISI members to round out the expertise necessary for execution of the project, e) requesting letters of support from the network as a whole and individual sites wishing to participate. This also includes Re-submission of reviewed but not funded application for which PALISI member inputs can be sought to address critiques.

Full protocols usually require at least 30 -45 minutes of presentation time with at least 15 minutes for feedback from the membership at the main meeting. In addition to responding to questions 1/2/3 below, consider the 5 major areas of NIH review: Significance, Approach, Innovation, Investigators, and Environment. Please include in your presentation a) background and rationale, b) any preliminary data/pilot work in this area, c) significance, d) hypothesis and specific aims, e) study design including population to be investigate, estimated sample size, interventions, outcome measures, f) expected results, g) If this proposal is to be submitted to a granting agency, please describe potential granting agencies, funding opportunities and deadlines, h) your plan for this protocol over the next 6-12 months (need to gather more preliminary data – survey of the membership, systematic review, completion of other translational research to support the protocol, identification of collaborators, etc.) *Note that you CAN present a full protocol at one meeting, receive feedback, and present a revised full protocol at a subsequent PALISI meeting.*

*Please answer these questions at the start of your presentation (whether research idea or full proposal)*

1. What type of presentation is it? New/revised research idea or New/revised full protocol
2. Do you have any relevant deadlines we need to work around – especially grant submission deadlines?

3. What do you need help with to move the idea or full proposal forward? What can we help you solve?

   a) Formal review and critique of protocol

   Do you need help sharpening your hypotheses, your outcome measures, your methodology, your analysis plan, your ability to implement any results that come from the investigation, ideas for funding opportunities, other?

   b) Need Letter of support from PALISI

   c) Need sites interested in participating in the study?

   Questions or concerns? Please email Heidi Flori MD, Vice Chair of the PALISI network at [heidiflo@med.umich.edu](mailto:heidiflo@med.umich.edu) or the PALISI administrative team at admin@palisi.org