**PROSPECTUS**

The prospectus describes the project. It includes the Abstract, Research Question, Resources, Introduction and Significance, Preliminary Information/Data, Project Development Plan, Innovation, Timeline, Research Compliance, Budget, and References. It should be 5-12 pages long, plus references.

You *must* develop the prospectus together with your mentor. It is due in the first year. Your mentor must approve it before submission. The SP director provides final approval of the prospectus. Here is a general description of prospectus components.

**COMPONENTS OF THE PROSPECTUS   
(Highlighted sections are required for the prospectus draft)**

1. **Abstract** (1 paragraph) summarizes the project. Limit to 500 words. Abstract should include, in this order:
   * + 1. Research question
       2. Background, significance, and rationale for the question
       3. Methods
       4. Anticipated Results, Conclusions and Impact.
2. **Research Question** (1 short paragraph) describes the research question. An SP of reasonable scope will typically include a single testable research question; however, some projects may include several smaller related questions. Research questions should be stated in a testable fashion. Your research question should try to include all components of the PICO model. This section should also include a hypothesis or predication about your study.

This section can also indicate feasible, well-defined goal(s) for the project. Some PI’s may prefer to state the research question as a specific aim(s) which addresses a hypothesis. The mentor should help you develop the research question. The Methodological Approach section below clarifies the design, analysis, and interpretation of your research question, and forecasts possible problems and workarounds. The Introduction, Significance, and Rationale section provides background in this area of medicine and the rationale for asking this question.

1. **Introduction, Significance, and Rationale** (1-2 pages) provides enough information to let a faculty member in a clinical or basic science department easily understand and review the project. It is based on a thorough comprehensive review of literature. It lists all of the relevant themes for your research question. Each theme should be supported by primary journal article findings. After reading this section, the project’s stated question, impact, significance, and rationale should be crystal clear to the reader.
2. **Methodological approach.** (1-2 pages)**.** This section describes in detail what you are going to do to address your research question. The methodological approach should be feasible and fit comfortably within your four-year schedule. This section briefly restates the research question. It also provides a detailed description of the study design, analytic methods, expected outcome, interpretation of possible results, and potential problems and alternative strategies. This section should include the number of subjects in the design, the rationale for using this number of subjects, the variables that will be analyzed, and the statistical approach. This section should also include other methodology (e.g., recruiting/enrolling subjects; specific methods, manipulations, or procedures).
3. **Discussion/Innovation.** (1-2 pages). This section describes the impact of your projected findings. For example, if the results point in one direction, what does it mean? If the results point in another direction, what will that mean? This section also discusses novel concepts, approaches, methodologies, instrumentation and/or interventions that may result from this study. It addresses any of the following questions:
   1. Does the project challenge or seek to shift current research or clinical practice paradigms by using novel theoretical concepts, approaches or methodologies, instrumentation, or interventions?
   2. Does the project introduce concepts, approaches, methodologies, instrumentation or interventions novel to the field?
   3. Does the project provide refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions?
4. **Resources** (1 paragraph) describes available resources, space, supplies, patients, project collaborators, and datasets, necessary to implement the project.
   * + 1. Will the facilities and resources be adequate and available through the project?
       2. Is there adequate institutional support, equipment and other resources available to the project?
       3. Will the project benefit from features of the facility such as subject populations, datasets, or collaborative arrangements?
5. **Timeline.**  (1 paragraph) You should construct a timeline which outlines the completion of project milestones across the four-year longitudinal project. Describe in detail which activities will be completed in each academic semester and year. Please make sure you have discussed your four-year academic schedule with your mentor to determine if your SP can be completed comfortably within the time available for SP activity. This section must include a schedule for regular meetings with your mentor across the four-year SP.
6. **Compliance Plan.**  (1 paragraph) This section describes your plan for compliance with CITI training, IRB, and IACUC. All students must complete CITI training as it pertains to human or animal subjects. All students must meet with Kelley Howard about their research compliance plan, kelleyhoward@email.arizona.edu, 602-827-9974. You may not complete any human subjects data collection, regardless of the type of data, until you have received approval from the IRB and Kelley. If you are receiving IRB approval from another institution (e.g., PCH, MISH) you still need IRB deferral from UA. If your study involves animals your project must be in compliance with the IACUC. IACUC compliance must be verified with Kelley.
7. **Budget.** Many students will not have a budget. If this is the case you only need to include a sentence saying that the project is supported by the mentor and no budget is necessary. If you think you will need to request funds to complete the project then you should complete the SP budget form with your mentor, indicating costs and financial resources available or envisioned to complete the project.
8. **References.** The prospectus needs to be well documented. We recommend AMA or APA style for literature citations. Our librarians can assist if necessary.