

## Appendix IV

### Guidelines for Submissions of Requests for Scanner Time for

#### **Funded Studies**

to the Center for Cognitive and Behavioral Brain Imaging Proposal Review Committee

#### **Committee Composition**

Ruchika Prakash, Director, CCBBI (Chair)

Julie Golomb, Associate Professor, College of Arts & Sciences

Dylan Wagner, Associate Professor, College of Arts & Sciences

Lei Wang, Professor, College of Medicine

Baldwin Way, Associate Professor, College of Arts & Sciences

#### **Terms Of Usage**

All studies require pre-approval by the Proposal Review Committee prior to scheduling scan time.

#### **How to Apply for Funded Hours**

IRB approval is required prior to proposal submission, thus making IRB approval is required before scanning can be conducted. To submit your funded studies proposal, please complete the “Application for Scanner Time for Funded Studies Proposal” form (below), and submit the required documentation to:

[ccbfi.service@osu.edu](mailto:ccbfi.service@osu.edu)

Your submitted request will be reviewed by members of the CCBBI Management Committee. The reviewers may ask questions or provide feedback prior to the approval. You will receive a response or notification of approval via e-mail typically within two weeks.

## Application for Scanner Time for Funded Study Proposal

**Please complete the following required fields**

IRB Title: \_\_\_\_\_ Protocol #: \_\_\_\_\_

Name of sub-study: \_\_\_\_\_

Title of study: \_\_\_\_\_

PI: \_\_\_\_\_ Email: \_\_\_\_\_

Projected start and completion dates:            [Start]            [Completion]

Anticipated number of funded scanning hours for study: \_\_\_\_\_

<b>Please list the below information for all personnel assisting in the study's MRI component</b>		
<b>Name</b>	<b>Degree</b>	<b>Email</b>

Additionally, by checking this box, I confirm that the most recent IRB documentation is being submitted with this application.

**Proposal Requirements**

1. Please attach a maximum of 2 double-spaced pages to summarize the background of the study.
2. The proposal must be divided into 5 separate sections with the following 5 specific subheadings:
  - Brief description of research goals and hypotheses
  - Description of subjects to be tested
  - Specifications of protocol to be employed
  - Stimulus presentation requirements (audio, visual, other)
  - Analyses to be performed

**Review criteria will include, in part**

- Feasibility of protocol with the imaging facility
- Availability of magnet time
- Securing of IRB approval

To submit your funded proposal, please submit a copy of this completed form, the 2 page summary, and the IRB approval letter to: [ccbfi.service@osu.edu](mailto:ccbfi.service@osu.edu)