|  |
| --- |
| MTN Publication Concept Proposal Form |
| Authors are advised to review the current MTN publication policy available in section 20 of the MTN Manual of Operational Procedures (MOP): <https://mtnstopshiv.org/resources/manual-operational-procedures> or the study-specific publication policy, as applicable, prior to submission of any concepts for review. |

|  |  |  |  |
| --- | --- | --- | --- |
| **MTN Study #** |  | **Date** |  |
| **Lead Author Name** |  | | |
| **Lead Author Institution** |  | | |
| **Lead Author Email Address** |  | |  |

|  |
| --- |
| **Concept is proposed for: *(select one)*** |
| Abstract for conference submission: *[add specific conference here]*  ***Note****: If the lead author intends to develop an approved abstract into a manuscript, the lead author should email the applicable study publication committee(s) to request approval prior to manuscript development.*  Manuscript: *[add target journal here if known]*  Other: *[specify]* |

|  |
| --- |
| **Concept Proposal Description**  *Please provide brief responses to all items below. The entire section should be between 1-3 pages.* |
| 1. Enter tentative title |
|  |
| 1. Identify mentor (if applicable, see study publication policy for mentorship requirements). Provide name and institution. |
|  |
| 1. List others on writing team (if known). Provide name(s) and institution(s) |
|  |
| 1. In one sentence, describe what it is that you would like to learn from the data. |
|  |
| 1. What are the research questions you are asking? If descriptive, what are you going to be describing? Tell us the story you are trying to tell with this abstract/manuscript in plain language. |
|  |
| 1. Is data or statistical support needed from the SDMC? |
| **No 🡪** Specify what data will be used, how it will be generated, and proposed analysis plan in item 7.  **Yes🡪** If yes, after concept approval, it is the lead author’s responsibility to contact the Protocol Statistician to discuss the data request/analysis plan and develop a timeline to complete the analysis. |
| 1. Describe your analysis approach in technical/statistical language (*optional if requesting SDMC support [answered “Yes” above]*). |
|  |
| 1. How does this concept relate to the objectives of the protocol? |
|  |
| 1. What is the proposed timeline for completion of analysis? |
|  |

**Submit this Concept Proposal Form to the applicable study publication committee(s). Contact the FHI 360 CRM with any questions.**

|  |
| --- |
| **MTN Publication Concept Proposal Approval** |

*The Protocol-specific Publications Committee (PPC) has reviewed and approved this concept proposal to move forward to publication development.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Protocol Chair or Co-Chair Protocol Chair or Co-Chair

(Print Name) (Signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date (DD-MMM-YYYY)