



Survey Request Form PAGE 1 OF 2

Please take a few moments to complete this form describing your request. Complete information will allow us to better understand your research or project and our potential role in assisting you.

Check here if this request needs urgent implementation (*i.e., less than 4 weeks*)

Project Information

Name: Organization:

Position: Phone: Email:

This is a request to conduct a: Survey Focus Group Other:

Please briefly describe the purpose of your project:

How is it relevant to the mission of NTCA?

If this is a survey, has it been pilot-tested? Yes No

If yes, please describe the pilot-test (*e.g., population, location and the results*)

Who are the intended survey or research project participants? (*Check all that apply*)

TB Controllers TB Nurses TB Clinicians Outreach Workers and Field Staff

Other:

Timeline

Intended start date of survey:

Intended close date of survey:
(*last date to collect responses*)

Target date(s) for final data report(s):

Data Analysis

Who will perform the analysis?

How will confidentiality and data be maintained?

How will you work with NTCA on administration and disseminating findings?

How do you plan to use the findings?

How will the findings be communicated back to NTCA and survey participants?

Will the findings be distributed to others outside of NTCA and survey participants? Yes No

If yes, please indicate:

Can it be posted on the NTCA's website? Yes No

Documentation

Please attach the following forms and documentation with this application and email them to the Survey Committee Chair at info@nationaltbcoalition.org.

Please allow 4-8 weeks for the NTCA Survey Committee to respond to your request.

- CV of the Survey Project Lead
- Disclosure of Conflicts of Interest
- Survey Instrument (*list of survey questions*)
- Brief cover letter that include the following information to be sent to survey participants:
 - Background information on your organization and purpose of this survey
 - Who are the intended target participants
 - How long does it take to complete the survey
 - How will the data be used
 - Who will have access to the findings
 - How will confidentiality be maintained