

In The Name of God
Islamic Republic of Iran



Health Policy Research Center

Research Project Questionnaire

Name and Surname of the executive of the project:

Organization to which the executive belongs:

The Title of the Project:

Date of Suggestion:

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(How to Fill the Questionnaire)

Before starting filling this questionnaire, please read these notes, carefully:

- 1. After completing this form, for investigation and confirmation, send it to Office of Health Policy Research Center.**
- 2. In such a project, in which the cooperation with other organizations is necessary, the executive should attract those organizations' acceptance before sending this questionnaire.**
- 3. All projects which are financed by Health Policy Research Center, can be done regarding to the contract between the Center and the executive; and the executive and his or her co-workers can use scientific, financial and official facilities of the center which is contacted with.**
- 4. Regarding to the contract, the executive should report the process of the project in appointed intervals.**
- 5. at any stage of the project including achieving the final results or not, if any invention or finance is achieved, it is mandatory to the executive to report that to the attached organization in writing. And regarding to the contract, the mentioned privileges are belonged to the researcher, the organization or both.**
- 6. If the executive wants to publish the results in any domestic or international journal; before doing that, there is an obligation to the executive to take the acceptance of attached organization. It is obvious that mentioning the situation of finance supporting and the cooperation of the attached company in publication is mandatory.**
- 7. If the executive dispenses to continue the project at any stage of the project, there is obligation to the executive to report the reason and send back the remaining materials and finances to the attached organization.**
- 8. Regarding to the wage rules' table of the Office of Ministry of Health and Medical Sciences, the wage of the executives is paid from the appointed finance of the research project.**
- 9. Considering the moral principles in research should be confirmed by Center or the attached organization.**
- 10. All instruments and non-consumptive materials, which are prepared from the research finance, after research completion, should be turned to researcher, attached organization or research center, regarding to the contract. If there is a contract about the equipment, instruments and materials between the researcher and the attached organization, which are prepared from the finance of the research; these equipment, instruments and materials are belonged to the attached organization.**

Research Project Questionnaire
Part I- Information about the executive of project and co-workers

1. Name and Surname of executive of project:

2. Work Address:

3. Home Address:

Tel:

Fax:

Mobile:

Email:

4. Current Job and Position of the executive:

5. Organization to which the executive belongs:

6. Place of execution of the project:

7. Scientific degree and education carrier of designers (from MS to higher degree):

Education Degree	Education Field & Specialty	University	Country	Year of Achievement

Please attach the list of your previous researches and papers:

(Please only list your last seven researches if available)

Row	Title of Your Previous Research	Name of the Related Journal, Number & Date Publication	Non-Published	Active Research

8. Characteristics of main co-workers:

Name & Surname	Job	Scientific Degree	Kind of Cooperation	Signature

Part II- Information about Current Research

9. The title and kind of the research:

A: Title:

B: Kind:

Basic* ☐

Practical** ☐

Basic-Practical ☐

10. Introduction and explanation of project:

* Basic research is a kind of research which is often used for the progress of scientific boundaries without mentioning its specific use.

**Practical research is a kind of research which is used for specific purposes and often has a theoretical-experimental view.

11. Objectives & Hypothesis:

A: General Objectives:

B: Hypothesis:

12. Method of execution of the project, Selection of the samples, information gathering &:

13. Estimating the time length which is needed for complete execution of project:

Time table of execution of each part of project and progression of it:

R o w	Explanation of each executive action of project	Length	Time of execution(Month)							
			1 st Trimester	2 nd Trimester	3 rd Trimester	4 th Trimester	5 th Trimester	6 th Trimester	7 th Trimester	8 th Trimester

14. Review of the literature:

Report the scientific career of this project & the researches which were done in this field with their references (Attachment of two main researches is mandatory):

Part III- Information about charges

15. Did you request for any finance for this project from other organization?

Yes

No

If your answer is positive, please write the name of the organization and the result of your request:

16. Personnel charges with mentioning the complete characteristics & the amount hours of employment of each and their wage:

Kind of work	Number of people	Total hours of work for project	Wage per hour	Degree of education	Sum
Addition of estimated charges:					

17. Laboratory & specialty services` charges which are done by other organization:

Object of examination or specialty service	Center of servicing	Number of occasions	Charge for each	Sum (USD\$)
Addition of laboratory & specialty services` charges:				

18. Executive problems in doing the project & method of solving problems:

19. List of instruments & materials which should be bought from the finance of this project from Iran or abroad:

Name of machine or instrument	Constructive organization and/or seller	country	Consumptive or non-consumptive	Is it available in Iran?	Necessary numbers	Price of each	Total charge
Addition of laboratory & specialty services` charges:							

If it is mandatory to buy some materials from outside Iran estimate the charge in dollars:

20. Travel charges (If needed):

Destination	Number of trips at the time of execution of the project & the purpose	Kind of transport	Number of persons	Charge in USD\$
Addition of travel charges in USD\$:				

21. Other charges:

A: Charge of copies of questionnaire papers: USD \$

B: Charge of preparing the needed journals & books: USD \$

C: Other charges: USD \$

Addition of other charges:USD \$

22. Addition of all charges of the project:

A: Addition of personnel charges (article 14)	 USD \$
B: Addition of laboratory and specialty services` charges (article15)	 USD \$
C: Addition of charges of instruments (article17)	 USD \$
D: Addition of travel charges (article 19)	 USD \$
E: Addition of other charges (article 20)	 USD \$
Total addition	 USD \$

23. The amount of money which is supplied by other sources & the method of it consumption:**24. Remaining charges of the project which is requested to supply:****25. Moral principles in this research project:**

A: Is taking the acceptance of the examined persons, mandatory or not?
Yes No

B: If the answer is positive please attach the moral acceptance.

C: Other moral principles in the execution of this project:

26. Write the name of organizations which take benefits from the results of this research project:

We the undersigned have confirmed the validity of all writing in this questionnaire.

**Signature of the executive
of the project**

Signature of the Chairman of Center

Comment of Advisor in Researching (Please don't write anything in this part):

Comment of Advisor in Statistics (Please don't write anything in this part):