

**National Neuroimaging Facility  
Centre of Behavioural and Cognitive Sciences  
University of Allahabad**

Proposal submission Document for Functional MRI study

*I – General Information*

1) **Name of the Institute:**.....

2) **Study Title:** .....

3) **Project Duration:** .....

4) **ProjectFunding Agency:** .....

5) a). **Total no.of fMRI scanning session to be done :** .....

**(b).Approximate Duration per Scanning Session (maximum one hour per session per participant; if more than one hour, the timing has to be split):**  
.....

(c) **Is funding for MRI scans approved in the project?**                      Yes/ No

6) (a). **Name of the Investigator:** .....

(b). **Name of the Co-PI's: (i)** .....

(ii) .....

(iii) .....

(iv) .....

**Details of team members involved in data collection:** Names, affiliation, qualification/training: .....

**Have the team members involved in data collection watched the safety videos for MRI and know the safety issues associated with fMRI data collection?**.....

7)**Institutional Human Ethics Committee approval no. (copy to be attached).....**

**8) Technical Details of the project:** *Please give details about the objective of the study, Methods (participants, stimulus, procedure etc.), details of analysis and expected outcome. (Please attach separate sheets with this form).*

**9) Do you want data processing to be done? If Yes what are the requirements?**

*Signature*  
Name of the PI:  
Institute:

*Signature*  
Name of the Co-PI:  
Institute:

*Signature*  
Head of the Institution

## *II – Undertaking by the Principal Investigator*

1. I confirm that I will start the study only after obtaining ethical approval either from my own institute or IERB, University of Allahabad.
2. I confirm that I have already got approval from the Head of my institute or department to conduct this study at University of Allahabad.
3. I will personally supervise the study and ensure that the requirements of getting informed consent from the participant and other ethical requirements under IERB guidelines are adhered to.
4. I will assign personally supervised/authorized personnel to collect fMRI data.
5. I/my representative will take consent from the participant after explaining the study procedure, MRI details and train them for getting the scans before actual experiments before the actual experiment and will accompany the participant.
6. I will assign personally supervised research personnel for data collection.
7. I will inform the IERB and Head, CBCS of any unexpected or serious adverse event at the earliest and definitely within 24 hours of its occurrence.
8. I will ensure confidentiality of the identity of all participants of the study and will take full responsibility for security and confidentiality of study data.
9. I will provide the hard drive or CDs for data transfer once the data is collected. I agree that a copy of the data will be stored at the NNF, CBCS for 3 months once the study is completed and they could delete the data after this duration in order to save space in the system.
10. I will inform the IERB/ Head, CBCS in case of any changes in the project that is approved by IERB and will take prior permission of IERB before implementing such changes.
11. I will inform the IERB and Head, CBCS of the date of starting the project 4 weeks before starting the project and submit a detailed report of the Project to IERB and Head CBCS within 60 days of its completion.
12. I will submit one copy of the consent forms to Head CBCS for records.
13. I will ensure that the conduct of the study does not involve any risk. I understand that CBCS will not be liable for the same and any liability is with the PI of the project and the affiliating institution of the PI.
14. I will acknowledge that the data was collected at the NNF, CBCS, AU while publishing the data based on studies using the NNF.

*Signature*

Name of the PI:  
Institute:

*Signature*

Name of the PI:  
Institute:

*Signature*

Head of the Institution

Please note:

- i. The charges for the scan per participant will be 5000 for users outside CBCS and Rs 3000 for CBCS faculty members.
- ii. The charges will be Rs 3000 if the PI from outside CBCS is proposing an fMRI study in collaboration with a faculty member from CBCS.
- iii. After data collection, data transfer will be done by the personnel at the NNF, CBCS but the CDs or hard drive required for data transfer will be provided by the PI of the project.