

External Data Access Application

CONTENTS

GENERAL INFORMATION

Data Access Process Flow Chart
Derived Variables & Kaitiaki Principle

SECTION A

Research Plan – Overview & Background
Research Questions, Aims & Objectives
Research Methodology
Data Requested
Ethics, Guardianship and Dissemination Plan

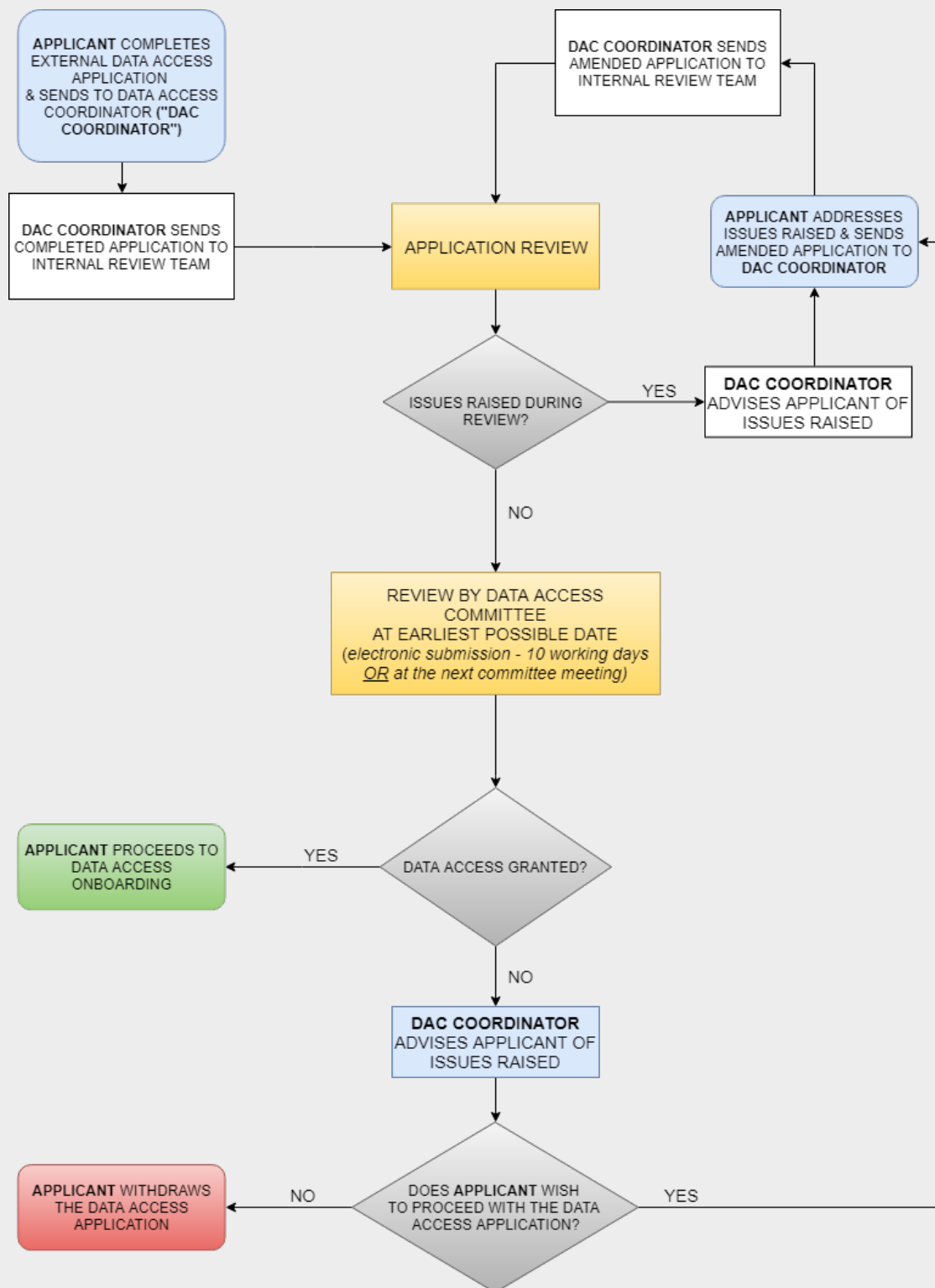
SECTION B

Team Member Details & Disclosure
Student/Research Assistant Supervisor/Manager Declaration

SECTION C

Project Declaration

Data Access Process Flow Chart





Derived Variables & Kaitiaki Principle

Derived Variables and Technical Documentation

Derived variables that have utility for other users and related technical documents are to be provided to the **Data Access Coordinator** at the end of the research project; these may be included in future *Growing Up in New Zealand* data sets. Documentation must include the methodologies used to create the derived variables in sufficient detail for the work to be independently verified by the *Growing Up in New Zealand* Biostatistics Team.

Kaitiaki Principle

The *Growing Up in New Zealand* Guardianship/Kaitiaki Principle states:

- Guardianship requires that the data are analysed, interpreted, reported and published in culturally appropriate ways;
- Data contributed to the study by **Māori study participants**, and other contributions to the study that draw on Māori knowledge and expertise are taonga whose value are to be preserved and protected and used productively and for the benefit of Māori; and
- Data contributed to the study, and other contributions to the study, by members of other cultural groups are to be similarly valued and protected.

In order to describe your approach, we recommend you consider the following questions:

- How does the proposed purpose and/or research question provide benefit for Māori?
- How does the proposed purpose and/or research question provide benefit for other cultural groups?
- How does the proposed purpose and/or research question create any potential risks for Māori, and if potential risks for Māori are identified, how may these be mitigated?
- How does the proposed purpose and/or research question create any potential risks for other cultural groups, and if potential risks are identified, how may these be mitigated?
- How will culturally appropriate analyses and interpretations be conducted? Examples:
- How do you intend to use and interpret ethnic identity variable(s)?
- Is ethnic identity intended to be used as an explanatory variable?
- Is there an intention to consider both strengths-based and risk-based variables?
- How will the results be interpreted in order to maximise utility for Maori and other cultural groups?

Treatment of Outputs/Publications

In accordance with the Kaitiaki Principle, *Growing Up in New Zealand* expect publications/outputs to be reviewed by: appropriate next-user(s), end-user(s), and stakeholder(s) before Data Access Committee review.



SECTION A – RESEARCH PROJECT

Research Plan – Overview & Background

Project working title

Data Access Period: To ensure capacity for our users, external access to *Growing Up in New Zealand* Data is for a fixed period of time. Please specify the expected start and end dates for which you require access:

*Note: Extensions can be requested using the **Data Access Amendment Form**.*

Project start date

Project end date

Brief overview of the research project

Up to 250 words summarising the research objectives, methods and anticipated outputs. This overview will be made available to the public and should be written for a general audience.

Background

Up to 500 words



Research Questions, Aims & Objectives

Research questions, aims and objectives

Up to 1500 words



Research Methodology

Research methodology and proposed analyses

Include specific details of the analyses that will be carried out. This includes which *Growing Up in New Zealand* data sets are being requested and how they will be linked (if at all), details on how complex longitudinal design issues will be taken into account in the analysis, and any data from other sources that will be used in the analysis, and how this will be linked. Up to 1500 words.



Data Requested

Please clearly state the Variables, and their source, required for your research proposal:

Note: Please refer to the data dictionary for appropriate references.

Please clearly state the Scales, and their source, required for your research proposal:

Note: Please refer to the data dictionary for appropriate references.

Which data sets are required?

Please indicate which of the data sets you require. Additional information regarding the Mother, Partner and Child data sets are provided in the *Growing Up in New Zealand* Data Dictionaries.

Antenatal Mother	2-year Mother	72-month Mother	12-Year Mother	12-Year Teacher
Antenatal Partner	2-year Partner	8-year Mother	12-year Partner	
9-month Mother	2-year Child	8-year Child	12-year Child	
9-month Partner	54-month Mother	8-year Mother & Child	12-year Mother-Child	
9-month Child	54-month Mother & Child	8-year Child observations	12 year Partner-Child	
Anthropometry	54-month Child observations	COVID Survey	12-Year Child observations	

Justification for data request

Justify why you need *Growing Up in New Zealand* data and demonstrate the value and benefits of your proposed use of this data. Please clarify how this research aligns with *Growing Up in New Zealand's*, overarching research questions and high level objectives.



Ethics, Guardianship and Dissemination Plan

Kaitiaki Principle

Please outline your approach to protecting the *Growing Up in New Zealand* Guardianship/Kaitiaki Principle, as described under “Kaitiaki Principle” (General Information).

Dissemination Plan

Describe your intentions for using any of the results from the data set(s). This may include, but not limited to, reports, journal papers, working papers, conferences, other public presentations, and other documents.

Note: All forms of dissemination to be published require a completed **Application to Publish Form**. The dissemination and form must be sent to the **Data Access Coordinator**, for review by the Growing Up in New Zealand Research Team, 14 days prior to submission to the **Data Access Committee**.



SECTION B – RESEARCH TEAM

Team Member Details & Disclosure *(complete for each team member)*

Project role	
Brief biography, role description & justification <i>(a URL link or attached biography/academic CV is acceptable)</i>	
Family name	First name
University/institution	Department/section
Work phone	Mobile
Email	
Mailing address	

Please tick if you require access to the data set(s)	
Protecting the Principles of the Data Access Protocol Each team member named in this application must read, understand and agree to uphold the principles of the Data Access Protocol . Failure to adhere to the Data Access Protocol may result in data access being terminated for this project and all other projects I am named. Please signal your understanding and acceptance of these principles by checking this box. Please confirm you have attended a relevant data workshop or familiarised yourself with the workshop materials and technical documents (data dictionaries and data user guides) by checking this box.	
Are you a student or research assistant?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If you selected "Yes" above, please sign the Declaration below and complete the Student & Research Assistant Declaration.</i>	
Declaration: I declare that the information provided is timely and accurate to the best of my knowledge.	
Signature	Name
	Date



SECTION B – RESEARCH TEAM

Student/Research Assistant Supervisor/Manager Declaration (*complete for each research assistant/student*)

If you are a student or research assistant please fill in, and have your supervisor/manager sign off, the form fields below.	
Student/research assistant name ("the Team Member")	
Name of student supervisor/manager ("the Supervisor")	Supervisor/manager role and title
Telephone	Mailing address
Email	
Supervisor/Managers Declaration I, the Supervisor declare that I accept all responsibility for the conduct of the Team Member. If the Team Member breaches the principles of the Data Access Protocol , I understand that my access to <i>Growing Up in New Zealand</i> data for any current and future research projects will be reviewed and may be terminated.	
Signature	Name
	Date



Project Declaration

Principal Investigator Declaration

Data Registry of Use

Growing Up in New Zealand maintains a summary of research topics that have been approved to use the *Growing Up in New Zealand* data sets. This is provided on the website as a resource to researchers wishing to utilise the data. Once access to the *Growing Up in New Zealand* data sets has been approved by the **Data Access Committee**, the project summary details will be added to the publicly available project summary.

I understand and agree to the public release of project summary details.

☐

Derived Variables and Technical Documentation

I agree to provide copies of the variables derived and corresponding technical documents, as described under **"Derived Variables and Technical Documents" (General Information)**, to the **Data Access Coordinator** at the end of the data access period.

☐

Dissemination

I agree to inform the **Data Access Coordinator** of all forms of published dissemination as soon as the publication has been confirmed. Publication includes but is not limited to: print, audio, video and online.

☐

Information regarding future data sets (optional)

I would like to receive information regarding future data sets.

☐

Principal Investigator Declaration

I confirm that the information provided in this application is accurate and timely to the best of my knowledge and I will meet all agreed responsibilities and requirements stated in this application.

Signature

Name

Date

Chief Executive Officer or equivalent (or assigned delegate)

I confirm that my institution,

(Name of institution)

supports this research project (including accepting all liability and associated costs for the research project and will require all researchers to abide by the *Growing Up in New Zealand Data Access Protocol* and the **Data Access Agreement**.

Signature

Name

Position

Date

Department/section