



MASENO UNIVERSITY ETHICS REVIEW COMMITTEE (MUERC)

APPLICATIONS/PROPOSALS DEVELOPMENT GUIDELINES

Guidelines for application/proposals to be submitted to ethical review shall follow the Maseno University regulations. Below is a checklist of important sections for a complete application or proposal to be submitted to MUERC for ethics review:

1. Title of the application/proposal
2. Names of the investigators/applicants, co-investigators/co-applicants and supervisors (where applicable). In addition, the addresses, signatures and curriculum vitae should be included
3. Names and addresses of any collaborating institution(s), where applicable
4. Names and addresses of sponsors and/or funding agencies
5. An abstract (summary) of the proposed study/project not exceeding 400 words
6. The introduction or background of the study/project
7. Literature review of the study/project
8. The rationale of the study/project
9. The hypothesi(e)s and/or research questions of the study/project
10. Objectives of the study/project subcategorized into:
 - i. Broad objective(s)
 - ii. Specific objective(s)
11. Description of the Study/project area/region, design, materials and methods
12. Ethical considerations
 - a) Consent explanation
Title, Introduction, Objectives of study/project, Benefits, Risks, Compensation mechanism (if any), Alternative treatments, statement on Voluntarism, Type of samples/ specimen and amount to be obtained, Follow up schedules (if applicable)/expected time in the study, Information and contacts of investigators/co-investigators, Information and contact (telephone numbers) details of MUERC
 - b) Consent form with signature page for the participant and witnesses
13. Data management and statistical analysis plans
14. Study limitations and how to minimize them
15. Timeline/time frame
16. References/list the references. Applicable reference should be as per the internationally accepted format(s)
17. Detailed budgetary estimates
18. Appendices