**Research Results Data Dissemination (R2D2)**

**Request Form**

To initiate a Dissemination Review, please email [NB-IRDTdar@unb.ca](mailto:NB-IRDTdar@unb.ca) and attach the following two items:

1. This completed request form
2. The research output to be reviewed.

The standard dissemination review period is 25 business days; during which an Embargo in placed on the research output to allow for review by the Data and Research Committee- Working Group (DRC-WG). The NB-IRDT Data Access Coordinator will contact the Principal Investigator at the end of the embargo period to provide any comments or feedback from the DRC-WG and to inform that the embargo period had ended.

As per the Dissemination of Research Findings Policy and the DRC Terms of Reference, an expedited embargo period is available in exceptional circumstances. The granting of an expedited embargo period is at the discretion of the NB-IRDT Director in consultation with the DRC Co-Chair and applicable Data Business Owners.

Note: The expedited review, while shorter, limits your dissemination capabilities. Materials that have undergone an expedited review must contain a disclaimer or watermark (such as “not for distribution”, “not for citation” or, “draft only”.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project Number | | Project Title | | |
|  | |  | | |
| Principal Investigator Name | | | | |
|  | | | | |
| Submission Title (if different from the project title above) | | | | |
|  | | | | |
| Submission Type: | Preliminary Results | | | Final Results |
| Select specific work product type(s): | | |  | |
| Report  Presentation  Slides | | | Thesis  Conference Abstract  Other (please state): | |
| Are you requesting: a standard review  or an expedited review  If an expedited review was chosen, please provide rationale: | | | | |
| Click or tap here to enter text. | | | | |
| Was the research commissioned by or done in partnership with a group, organization or government agency(ies)? Yes / No  If yes, have the data results already been approved by the group, organization or government agency? Yes / No  If yes, please provide details below (such as which group and when approval was obtained): | | | | |
| Click or tap here to enter text. | | | | |
| Identify the purpose of the dissemination request. (Who will ultimately receive the research output? Where/when will it be presented or published?) | | | | |
| Click or tap here to enter text. | | | | |
| Was an executive summary included within the submission? Yes / No  For lengthy submissions, an executive summary is required. If required, space has been provided below. As an alternative it can be included within the submission or as an additional attachment. | | | | |
| Click or tap here to enter text. | | | | |
| Are the authors listed on the submission in agreement with those listed within section 2 of the DAR?  Yes / No | | | | |
| If the submission and the DAR are not in agreement, please provide explanation. | | | | |

**Data Acknowledgement Requirements**

Please note, that the inclusion of a data acknowledgment is a mandatory requirement for all work products that are to be disseminated. Please ensure your submission contains the proper acknowledgment(s), as outlined in the table below.

|  |  |
| --- | --- |
| Criteria | Acknowledgement Requirements |
| Utilized data sets in the custody of NB-IRDT | Please refer to section 5.3 of the [NB-IRDT Dissemination of Research Findings Policy](https://www.unb.ca/nbirdt/_assets/documents/nbirdt/policies/dissemination-of-research-findings-20191029.pdf) |
| Utilized CANUE data | Please refer to the Data Use Conditions listed on: <https://canuedata.ca/metadata.php> |
| Utilized IRCC data | The output must include:   1. The Research Data Set release date. 2. The following text:   “Research analytic outputs were produced using Research Data Sets include the Permanent Resident Database, the Temporary Resident Database, and the Transition Database provided by Immigration, Refugees and Citizenship Canada (IRCC)” |

|  |
| --- |
| **Data Use Verification** |
| Was administrative data, in the custody of NB-IRDT, used to create this work product?  Yes / No |
| Was CANUE data requested for this project? Yes / No  If yes, was it used to create this work product? Yes / No |
| Was IRCC data requested for this project? Yes / No  If yes, was it used to create this work product? Yes / No |

If you have any questions about the Dissemination Review process, please feel free to reach out via e-mail ([nb-irdtdar@unb.ca](mailto:nb-irdtdar@unb.ca)) or visit our website: <https://www.unb.ca/nbirdt/data/access/vetting.html>