

Open call for proposals – LORE

How to collaborate with LORE for your online survey

There are three main ways to collaborate with LORE for your data collection. 1) Research projects that need web survey data of limited size may apply for free data collections through a review procedure. 2) Larger research projects demanding large number of respondents or large survey space for many questions that have funding may contact LORE to discuss whether we can conduct their data collection, conditional on economic compensation. 3) For smaller ideas for purely methodological studies and comparisons (e.g. survey methodology experiments) there is a quicker route since conducting such studies is one of the core ambitions of LORE. Such ideas can be presented informally to us to see whether it is possible to collaborate on them and if LORE can collect such data. Non-experimental cross-sectional designs are not encouraged (but you may still apply for it) since the Citizen Panel does not primarily aim at accurate population estimates.

Everyone is encouraged to use the application form, however, it is mandatory for category 1 above. What is stated below about the application procedure applies to applications for free data collections for research projects limited in size (category 1).

This call for research proposals remains open until otherwise notified. If the waiting line for data collections for accepted proposals becomes too long (approximately longer than six months) the call may be closed until the cue is shortened.

What happens when you submit a research proposal to LORE? The review process

- Before you do so: remember that you may also contact the LORE research director beforehand to informally present your idea, which may result in time-saving instant feedback. However, this is completely voluntary.
- When a proposal is received, it is first screened by the LORE research director before they are passed on to a group of reviewers. Proposals are screened mainly for two things: 1) whether it actually rather belongs to category 2 or 3 instead, e.g. by being too big and resource demanding for free data collection, or sufficiently small and purely methodological in nature so that the review process is not needed. 2) whether the proposal is completely outside the scope of the type of data collections LORE does.
- As soon as a sufficient number of proposals are awaiting review, or when 12 weeks have passed, the review group meets to discuss the proposals. The meeting results in brief feedback and one of the following decisions:
 - Rejection. The proposal is rejected for being found outside the type of studies of topics that LORE wishes to pursue, for being too resource



demanding, too technically complex, for not being of sufficiently high scientific quality or relevance, or simply for not being competitive compared to other proposals.

- Revision. The applicants are encouraged to resubmit a revised proposals based on brief feedback from the review group, which starts the submit process from the beginning with new screening and review.
- Conditional acceptance. This starts a process where the applicants are encouraged to revise or adjust their proposed study based on the feedback they receive. These adjustments can be done through dialogue with LORE staff. *If* both the applicants and the LORE research director accept the adjustments and agree, the proposal does not need to be reviewed again, but is treated as accepted.
- Accept. The proposal is accepted. This starts the process of implementation and data collection. Please note that even the accept status may include some minor demands for changes that the applicants have to accept to get their data collected.
- Usually data collection for your study cannot – no matter how brilliant and urgent it is – be started within less than 8 weeks after you submit your proposal. And this would represent the most optimistic case possible. Based on previous experiences it usually takes between two and four months and you are recommended to plan well ahead. In some cases during high demand it might take even longer.

The implementation and data collection stage

- Once a proposal is accepted, one person among the LORE staff is assigned to be main responsible for communication with the applicant, and for implementation and programming of the survey. This may also happen earlier in the process in some cases.
- If translations into Swedish still remain to be done, this will take place first. If these translations are too comprehensive, the applicants will have to solve these themselves, but if these are only translations of standard format survey questions or very short vignettes, LORE may accept to do this.
- When the entire study is programmed in the survey software the applicants are given the opportunity, if requested, to visually inspect the result. However, in studies with complex experimental design, it might not be possible at all stages to provide links to an on-line survey with all combinations and treatments groups. Ensuring that randomization or similar is programmed correctly and in accordance with your study description is ultimately the responsibility of the LORE staff.
- When the study is implemented and accepted by both parts the study will be assigned a time slot, either approximate or exact, for dispatch to respondents.

Before this is done we cannot guarantee a specific time for the start, or finish, of the data collection.

- You will be notified when data collection has started and when it is finished. The amount of time a survey remains open and the number of reminders used may vary. However, a four week field work period containing 1 or 2 reminders is our standard procedure. But this may sometimes vary substantially.
- A first version of the data for your study is usually delivered within a few weeks after the data collection is finished. Labelled data sets are delivered in Stata or SPSS format.
- Approximately another four weeks after the data delivery, a technical report of the field work process is also published by LORE. We do not routinely produce code books including screen shots. Reasons for this include that many studies we do include complex randomizations, that screen shots look very different on different devices, operating systems and browsers, and that this includes a lot of manual work. However, LORE will assist in clarifying any remaining questions that is not clear from the study description and the data set labels.

Conditions

Your collaboration with LORE for collecting data for your project is conditional upon agreement to the following:

- The data for your study will be archived by LORE, or another part designated by LORE, and publicly available for scientific scrutiny or re-use/secondary analyses one year after you receive your data.
- The data set you receive will contain no identifying information, i.e. it will be permanently anonymized.
- LORE staff may use your data or parts of it for other purposes, analyses and publications, than the ones you pursue yourself. This mostly includes various methodological analyses and comparisons and will never address the same research questions that you outline in your proposal. If this is not clear, we will ask for your permission.
- It is the responsibility of the applicant to ensure that they have relevant ethics approval, when necessary.
- The applicants must cite the relevant LORE technical report documenting the field work process in all publications and presentations using the data and include in the reference list.