

DIISP Participant Funding Mechanism

Several changes have been made to this application process. Please carefully read the entire document before submitting grant application.

A number of \$500 participant payment grants are available to support social and behavioral science research at Duke. These grants are provided through the DIISP Laboratory and SSRI. Grant requests should be submitted to the DIISP Lab Director, Dr. Meredith Terry (Meredith.Terry@duke.edu). Administration for the grants (i.e., accessing money, returning receipts) is handled by Fade Eadeh (fe5@duke.edu).

Guidelines:

Grantees are responsible for keeping all required documentation and for using grant funds as stipulated under Federal, University, and SSRI regulations.

Under these regulations, researchers receiving a DIISP grant must:

1. Have received IRB approval for the study for which they are submitting the grant application. Please attach notification of IRB approval to the form when submitting the application.
2. Collect a receipt using the **authorized receipt form** attached here (page 3) for every research participant receiving payment.
3. Provide the **original receipts, plus two photocopies** of each to Fade Eadeh every two weeks (or more frequently). If receipts are not returned in a timely manner, DIISP is unable to withdraw further cash and this delays the research of others.
4. Pay participants at a **maximum rate of \$12** per hour.
5. Conduct their study **onsite at DIISP or use DIISP laptops**.
6. **Use the DIISP Participant Pool** or provide **Justification statement** as to why the DIISP Participant Pool would not meet your needs.
7. **Use funds within the semester for which the grant is awarded.** Funds not used within the current semester will be forfeited. If extenuating circumstances exist, an extension is possible by contacting Fade Eadeh (fe5@duke.edu) to request an extension.

Any questions regarding the DIISP Participant Funding Mechanism can be directed to Dr. Meredith Terry (Meredith.terry@duke.edu).

Research Participant Payment Verification Form

Duke University's Accounting Office requires that researchers obtain the following information from research participants in order to meet its reporting obligations to the U.S. Internal Revenue Service. This payment verification form is collected separately from your consent form and will be submitted to the University's Accounting Office. It will not be linked to your data from the study, or even with participation in a particular study.

Payment Received: \$ _____ Date: _____

Full Name/Signature: _____

Permanent Home Address:

Name/Signature of Researcher: _____

Date: _____



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