# **TASC PPI Plan Template for Researchers**

|  |
| --- |
| **Study Summary** |
| **Name of study** |  |
| **Research Overview** |  |
| **PPI Lead for the project**  |  |
| **When is your research application deadline?** |  |
| **Would you like to arrange a pre-award meeting with the TASC PPI group?** If yes, please suggest some dates you are available. |  |

**Please complete as much of the plan as possible and email this to the PPI Manager for advice or support.**

**Please also send the finalised plan to the PPI Manager, as a record of your PPI.**

**PPI manager email address:** **public-involvement@dundee.ac.uk**

|  |
| --- |
| **Details of planned PPI** |
| **Why are you involving PPI contributors?**  | The purpose of involving PPI contributors in this study is to ensure that researchers have a good understanding of the perspectives of the target population for this study. In particular, it is hoped that PPI contributors will: |
| **Who will be involved and where will you advertise?** | Describe who will be involved and how they will be recruited. Describe how you will select members if you receive a high amount of interest. Include named organisations and /or individuals if you already know who they are. |
| **When will PPI contributors be involved?**  | Design of the research |  YES / NO |
| Management of the research |  YES / NO |
| Undertaking the research |  YES / NO |
| Analysis of the results |  YES / NO |
| Dissemination of the findings |  YES / NO |
| **What activities will PPI contributors be involved in?** Please see the TASC PPI guidelines for examples | **PPI Activities** | **Details**  |
| Design  |  |
| Management  |  |
| Undertaking |  |
| Analysis |  |
| Dissemination  |  |
| Other activities |  |
| **How do the PPI contributors reflect the potential or actual study participants?** | State how these PPI contributors reflect the people who will be the potential participants in the study. |
| **How will PPI contributors be supported?** | Describe what measures will be put in place to help PPI contributors add the most value to the study. |
| **How will PPI contributors be reimbursed?** | State what reimbursement will be offered to PPI contributors. Please see the NIHR payment guidelines. |
| **Reporting and evaluating impact** | We plan / do not plan (delete as appropriate) to capture and assess the impact of PPI in this study. *If there are plans to capture and assess impact, please summarise them below.* |