|  |
| --- |
|  |



For office use
**ELSA-GDAC**

**Application** **Form for Access to Genotype Data from ELSA, when linked with other study data**

*This form should be used only to request links between phenotypes and genotypes. For other application types, please contact the ELSA-GDAC Secretariat via* *ELSA@ucl.ac.uk* *for advice on the correct application route.*

|  |  |  |
| --- | --- | --- |
| **1. Project Title** (up to 30 words, plain language) |  |  |

|  |  |  |
| --- | --- | --- |
| **2. Datatypes requested** |  | *Please confirm that this application is for* |
|  |  | [ ] ELSA genetic data needing linkage with other data from the study. |

|  |
| --- |
| **3. Plain language summary (PLS)** |
| *Please provide a clear, informative project summary for the committee and public.* *See Plain language summaries guidance* *PLS should be 100-150 words. This will be published at* [*www.elsa-project.ac.uk*](http://www.elsa-project.ac.uk) *for successful applications.* |

|  |  |  |
| --- | --- | --- |
| **4. Principal applicant and contact** |  |  |
| *The principal applicant should be a senior academic/researcher/Project PI who can take long term responsibility for the project. Please attach a short CV for the principal applicant (1-2 sides A4)* |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Principal Applicant** | **Contact Person (if different)** |
| Applicant Name |  |  |  |
| Position Held |  |  |  |
| Affiliation |  |  |  |
| Address |  |  |  |
| Email |  |  |  |
| Telephone |  |  |  |
| ORCID ID ( see http://orcid.org/) |  |  |  |

|  |
| --- |
| **5. Co-applicants** |
|  |  | **Name** | **Affiliation** | **ORCID ID** |
| Co-applicant 1 |  |  |  |  |
| Co-applicant 2 |  |  |  |  |
| Co-applicant 3 |  |  |  |  |
| Co-applicant 4 |  |  |  |  |
| Co-applicant 5 |  |  |  |  |

|  |
| --- |
| **6. Project Details**  |
| Key words for application |  |  |
| Proposed Project start Date |  | DD/MM/YYYY: |
| Project finish Date |  | DD/MM/YYYY:  |

|  |
| --- |
| **7. Description of project**  |
| **7a: Please state briefly how and why ELSA is an appropriate resource for your project.**  |
| **7b: Please provide a concise description of your project. Please refer to the****summary of the assessment criteria.** |
| **7c: Please provide key references for your project (max 10 references).***References should show the work on which your project and methodology is based and/or your team’s recent research history.*  |

|  |
| --- |
| **8. Funding Details**  |
| Has the project been peer reviewed? |  | [ ] Yes[ ] No |
| If yes, when was the project reviewed |  | DD/MM/YYYY:  |
| Has the project been funded? |  | [ ] Yes[ ] No[ ] Submitted[ ] Application in progress |
| If yes, what is the name of funding organisation? |  |  |
| Funding start date |  | DD/MM/YYYY:  |
| Funding end date |  | DD/MM/YYYY: |
| If the project has been submitted, when is the final decision of the funders expected?  |  | DD/MM/YYYY: |
| If the application for funding for this project is in progress, do you require a letter from ELSA-GDAC to accompany your application? |  | [ ] Yes[ ] No |
| If Yes, please state when the letter is required  |  | DD/MM/YYYY: |

|  |
| --- |
| **9. Genome Wide Genotype Data** |
| *Notes: ELSA genotype data are derived from Illumina Omni 2.5-8 chip.* *If you have any queries please contact* *ELSA@ucl.ac.uk**.* |
| 9.a: Does your project require access to the full data file from the available genome wide scan? |  | *Given the extent of rare variants available in the exome part of the array, the range of other information that it will be possible to link to this file is limited. Limiting your application to the core part of the array will allow for a wider range of phenotype data to be linked.*[ ] Yes[ ] No  |
| 9.b. If NO, does your project require access to specific SNPs from the Illumina human core exome array?  |  | [ ] Yes[ ] No  |
| If Yes to 9.b., please provide the list of the required SNPs |  |  |

|  |
| --- |
| **10. Other Data** (phenotypes/exposures) |
| *Note: Additional variables may be sensitive and are potentially disclosive. Careful attention is therefore paid to ensuring only necessary data are issued, and all variables must be carefully justified in the context of your analysis.*  |
| Please summarise the variables required and carefully justify these |  | *It is often helpful to state which variables are outcomes, exposures, confounders, or exclusions. This demonstrates that all variables are necessary for the analysis.* |
| Please attach an excel spreadsheet that includes the variable name, description and specific wave(s) for all variables that you require. |  | Spreadsheet attached? [ ] Yes[ ] No |
| *Note: Your intentions should be consistent with the Plain Language Summary and the main project description* |

|  |
| --- |
| **11. New variables created by you** |
| Will any new variables be derived or produced in this project as a result of any data obtained from ELSA  |  | [ ] Yes[ ] No[ ] Not sure*If NO, you do not need to complete this section. Please proceed directly to question 15.* |
| If YES, please describe what variables you expect will be generated by your study |  | *Any derived variable, e.g. an overall activity score, polygenic risk score, imputation* |
| If YES, in order to obtain the data requested in this application, you should return these variables within 3 months of the end of the agreement. |  | Please confirm you agree to this.[ ] Yes[ ] No |

|  |
| --- |
| **12. Data analysis**  |
| Do you have a geneticist to assess potential incidental findings? *Please see Incidental findings guidance document* |  | [ ] Yes[ ] NoIf YES, state name and affiliation. If NO, state why this is not needed. |
| Do you have a bioinformatician/ statistician who can assist in the analysis of the data requested? |  | [ ] Yes[ ] NoIf YES, state name and affiliation. If NO, state why this is not needed. |

|  |  |  |
| --- | --- | --- |
| Is it possible that your study will produce incidental findings on genetic variants?  |  | [ ] Yes[ ] No[ ] Not sureIf no, you do not need to complete this section. Please proceed directly to question 10. |
| If YES, please describe what incidental information you believe might be generated by your study. |  |  |
| If YES, in order to obtain this data requested in this application, you should return these data to ELSA-GDAC Committee within 3 months of the end of the agreement. |  | Please confirm you agree to this.[ ] Yes[ ] No |

|  |
| --- |
| **13. Data stewardship** |
| *Note: ELSA-GDAC must be informed immediately of any proposed changes, for example when the Principal Applicant leaves a project or changes institution.* |
| Do you agree to obtain prior approval from ELSA-GDAC of any changes to data stewardship ie. Change of PI, change of institution? |  | [ ] Yes[ ] No |

|  |
| --- |
| **14. Agreement** |
| **To be completed by the Principal Applicant:** |
| Can you confirm that you have read the above application and the information contained in it is true to the best of your knowledge? | [ ] Yes[ ] No |
| Do you agree to protect the confidentiality of Research Participants in any research papers, publications or other dissemination activities that you prepare by taking all reasonable care to limit the possibility of identification? | [ ] Yes[ ] No |
| Do you agree not to link or combine the data to other information or archived data available in a way that could re-identify the Research Participants, even if access to that data has been formally granted to you or is freely available without restriction? | [ ] Yes[ ] No |
| Do you understand that data and samples from the ELSA resource cannot be used for commercial purposes? | [ ] Yes[ ] No |
| Are you aware that if you, a member of your group, or your institution, were to use these data for such a purpose *without* obtaining prior approval from the ELSA-DAC, you will be in breach of the data transfer agreements, and that this might result in you being excluded from using the ELSA resource in the future? | [ ] Yes[ ] No |
| Do you understand that you must not pass on any data or any derived variables or genotypes generated by this application to a third party (i.e. to anybody that is not included in this list of applicants on this project, nor is a direct employee of one of these applicants)? (This would include any sharing of individual level data with a publically accessible archive). | [ ] Yes[ ] No |
| Are you aware that any third party seeking to use data, samples, or derived variables or genotypes arising from this application must approach the ELSA-GDAC Committee to obtain access permission of their own? | [ ] Yes[ ] No |
| Any publications resulting from the use of these data must include an acknowledgment to ELSA-GDAC Committee using the acknowledgement provided at the end of this application and a copy of publications must be provided to ELSA-GDAC Committee. Do you agree to this condition? | [ ] Yes[ ] No |
| Do you understand that if a problem arises involving any misuse of the ELSA data provided for this project - that violates any of the terms and conditions specified by this agreement that you have signed (as the principal applicant) - this will mean that you will be held responsible, and that this might result in you being excluded from using the ELSA resource in the future? | [ ] Yes[ ] No |
| If any new variables will be derived or produced by you or your project team as a result of any data obtained from ELSA, do you agree to return these variables to ELSA to enhance the resource within 3 months of the end of the agreement, who will then deposit them within 6 months? | [ ] Yes[ ] No |
| If your study produces incidental information on genetic variants that could potentially meet these three criteria:(i) scientific validity (the genotyping is of adequate quality); (ii) clinical significance (the disease or condition caused by the genetic variant is potentially serious) , and  (iii) potential benefit i.e. a valid approach exists to prevent or cure the condition/disease of concern and that early knowledge of the genetic risk to which an individual is exposed could enhance the efficacy of that prevention/cure). do you agree to return these data to ELSA within 3 months of the end of the agreement? | [ ] Yes[ ] No |
| Data security:Do you agree to make every effort to ensure the data are kept securely, in accordance with current good practice, and to ensure that data are only accessible to the named applicants?  | [ ] Yes[ ] No |
| Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
| **Application submission**  |
| *Please attach your application form, CV and variables spreadsheet to an email and send to the:*English Longitudinal Study of Ageing (ELSA)Department of Epidemiology & Public HealthInstitute of Epidemiology and Health CareUniversity College London1-19 Torrington Place, London WC1E 7HB**E**: ELSA@ucl.ac.uk |

|  |
| --- |
| **15. Supplementary Information**  |

|  |
| --- |
| **Any publications resulting from the use of these data must include an acknowledgment to ELSA-GDAC Committee should use the following acknowledgement:** The applicant will acknowledge the UK government funding departments NIA, UCL Genomics, LGC Genomics and Source BioScience where appropriate. The following language should be used 'Samples from the English Longitudinal Study of Ageing were used in this study. ELSA is funded by the National Institute on Aging (NIH) and by a consortium of UK government departments: Department of Health and Social Care; Department for Transport; Department for Work and Pensions, coordinated by the National Institute for Health Research (NIHR). Funding has also been provided by the Economic and Social Research Council (ESRC). We thank contributors and the ELSA participants’. |