**Co-SPACE CONCEPT PAPER RESPONSE FORM**

**A.**  To be completed by the proposing author:

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| --- | --- |
| Provisional Paper Title |  |
| Proposing Author |  |
| Potential Journals |  |
| Intended Submission Date |  |
| Other Contributors |  |

Please check contribution(s) for authorship:

|  |  |
| --- | --- |
| Author initials | Contribution (see key below) |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
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Key:

1 Conceptualizing and designing the study

2 Conceptualizing and collecting one or more variables

3 Provision of data

4 Conceptualizing and designing this specific paper project

5 Statistical analyses

 6 Writing

7 Reviewing manuscript drafts

8 Final approval before submission for publication

9 Acknowledgment only, not a co-author

**In all publications, please acknowledge the funding source of the Co-SPACE study as follows:**

**This research was funded by the UKRI and the Westminster Foundation.**

B. To be completed by the proposing author:

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| --- |
| **CONCEPT PAPER TEMPLATE**Provisional Paper Title: Proposing Author: Author’s Phone, Fax or E-mail |
| Objectives of the Study:  |
| Data Analysis Methods:  |
| Variables Needed:* Although we will send you the full dataset, we would appreciate it if you limit your analyses to those described on this proposal to minimise potential for supplication and wasted effort. If you would like to run further analyses and/or use additional variables please submit a new or amended form.
* Please refer to the codebook and study survey on our website and list the variables that you will be examining from the Co-SPACE study.
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| Significance of the Study (for theory, research methods or clinical practice): |
| References Cited: |
| Please note:* The data will be cleaned and scored by the Co-SPACE team and is available in **csv format**.
* Once your form has been approved by the Co-SPACE team, you will receive the full dataset which includes data collected from the start of the study (30th March, 2020) to one month prior to the acceptance of this form (i.e. if your form has been accepted in February 2021, the dataset you will receive would include data up till the end of January 2021).
* Full information on the study methods can be found here: <https://osf.io/pa2xv/>
* All published papers should make explicit recognition of the fact that the Co-SPACE sample is not representative of the UK population and provide an indication of how the sample is biased by providing key socio-demographic characteristics (e.g. SES, ethnicity, region etc) and comparing to national estimates where possible.
* On that basis data should not be used to generate ‘prevalence rates’ at any one point in time
* Please be cautious about using cross-sectional SDQ/DASS data as conclusions cannot be drawn. that will be specifically related to covid-19 (I.e. given that we do not have pre-lockdown data and that group differences are likely to reflect differences that already existed). We encourage all authors to use this data for descriptive purposes and longitudinal analyses only.
* Where using longitudinal data please explicitly report loss-to follow-up and response rates at follow-up and how the follow-up sample differs from those who dropped out on key variables and demographics at baseline (i.e. how any attrition is biased).
* Where using longitudinal data please use the best methods possible to account for attrition (multiple imputation, FIML or attrition weights).
* Where subgroup analyses are being conducted please provide some indication of power for subgroups and explicit recognition that some groups are small (although might still be valuable)
* All analyses should take account of the changing situation over time and key dates when things changed (in each country of the UK).
* Please pre-register your analysis plan, and make your final dataset and analysis scripts available online/ open access here: <https://osf.io/8zx2y/>
* Please consider using the STROBE checklist for reporting on observational studies <https://www.strobe-statement.org/?id=available-checklists>
* Please consider how you could make meaningful use of Patient and Public Involvement in conducting this study.
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| The Co-SPACE data will be made open access but it is important that we keep good version control while we are working with interim datasets. As such we ask you to agree to the following:* I agree that I will not share the Co-SPACE data with anyone not approved on this form without the prior agreement of the Co-SPACE team
* I agree that I will not conduct further analyses not stated on this form without the agreement of the Co-SPACE team.
* I agree that I will adhere to good research practices, including preregistering the study protocol, publishing the study output as a pre-print, and making all analysis code publicly available (Nb when data is made open access we will identify which participants were included in which sets of analyses for reproduction purposes).

**Signature:** ........................................................(proposing author) |

**Thank you for completing the concept paper response form. We would be very interested to see your findings so please do send us a copy of your full paper as soon as you are able to.**

**C.** To be completed by the Co-SPACE team:

  Approved  Not Approved Let’s discuss, we have concerns

 Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Signature:** ........................................................