



Study Submission Form Part Two: Dataset Details

Instructions: This form is intended to be filled out digitally. Save it to your computer, fill it out, then rename the file with your LastName, FirstName, and the date (e.g., "Doe, Jane SSF1 2026-03-31.pdf"). Email the form as an attachment to NDACANsupport@cornell.edu.

Contact Person:

Study Title:

Types of Data Collected:

- ☐ Survey
- ☐ Aggregate
- ☐ Census/enumeration
- ☐ Experimental
- ☐ Event/transaction
- ☐ Clinical
- ☐ Administrative records
- ☐ Other (please list):

Date Collection Started: _____

Date Collection Ended: _____

Geographic area(s) to which the data are relevant:

Unit of analysis (list all if more than one):

Were the data being submitted collected by you (or the group that you represent) or were the data obtained from another source?

- ☐ Primary data collection
- ☐ Other source (please explain):

Primary identifiers, like names, addresses, phone numbers, etc., should not be included in the submitted dataset. Are there any secondary identifiers (dates or geography) that may present challenges to preserving respondent confidentiality?

- ☐ No
- ☐ Yes (please explain)

Is this data submission part of a longitudinal study (check one)?

- ☐ No
- ☐ Yes

Will the data in this contribution need to be updated?

- ☐ No
- ☐ Yes. If yes, please indicate the frequency of the updates:

Is this a new edition, extract, or a special version of data already archived?

☐ No

☐ Yes. If yes, please explain:

Sample Design and Methodology

Please provide a description of the sample. Be sure to provide the inclusion/exclusion criteria, demographics, and population of inference information.

Response rate(s):

Please describe the study design:

Data Collection Procedures: Please describe all of the ways in which data were collected.

Please provide citations (in APA format) for published works that are integral to understanding your study. Include the DOI when appropriate. If you have them stored in a citations management database such as Refworks or Endnote, please feel free to send a tagged export file to NDACANsupport@cornell.edu.

In the box below, please provide any additional information that was either not covered by this form or would not fit into the fields above.