

J-PAL NORTH AMERICA GRANT REQUIREMENTS

If funded, researchers agree to the following requirements.

AEA Trial registration and Pre-Analysis Plans

1. Researchers must register their trial with the [AEA RCT Registry](https://www.aearct.org/) as soon as IRB approval or exemption is granted. For questions and support with the registry, please contact (support@socialscienceregistry.org). Please send the assigned registration number to support@socialscienceregistry.org as soon as it is available, and copy Sarah Margolis (smargolis@povertyactionlab.org).
 - a. Registration in AEA is required before the subaward can be established.
 - b. Upon study completion, the AEA Registry page must be updated with the results of the study and information on paper publication (as available).
 - c. Medical journals that are members of the International Committee of Medical Journal Editors (ICMJE)—e.g., JAMA, NEJM—require prospective registration on [clinicaltrials.gov](https://www.clinicaltrials.gov/) before the first study participant is enrolled as a condition of publication. Registration on the AEA RCT Registry does NOT meet this requirement. We strongly urge researchers to register their trial on [clinicaltrials.gov](https://www.clinicaltrials.gov/) if there is any chance they will submit a paper to a medical journal.

Pilot project exceptions:

 - a. Pilots that do not involve randomization are not required to register.
2. All J-PAL North America funded studies must include a pre-analysis plan uploaded to the AEA RCT Registry. The pre-analysis plan must be uploaded prior to launch of the experiment (i.e. randomization activities). If randomization occurred prior to J-PAL funding, please upload a pre-analysis plan prior to beginning any data analysis. It may be made public or kept private if preferred. The pre-analysis plan must include the hypothesis or hypotheses to be examined in the empirical research study, the primary and secondary outcomes, and the statistical model(s) and methodologies to be used. In many cases, a complete AEA registration will cover these points and can be copied and used as a pre-analysis plan.
 - Pilot projects without a randomized element, or pilots where data will not be analyzed in the full study, do not need to upload a pre-analysis plan.
 - You will be asked to explain the status of your pre-analysis plan as part of the three-month start-up and annual report templates.
 - Failure to upload a pre-analysis plan prior to the experiment launching may jeopardize your eligibility for future funding.

Data & Code Publication

- Except to the extent limited by law, IRB requirement, and/or any applicable binding agreement, J-PAL requires researchers to publish some or all of the data materials associated with the study (e.g. primary data, program code, etc.) when one of the following conditions is met: within 60 days of an academic papers' acceptance (or by the deadline set by the journal in which the paper is accepted), or within three years of the completion of data collection. If some or all study data cannot be shared for legal, ethical, or proprietary reasons, researchers must inform J-PAL in the final narrative report. Please review [J-PAL's Data and Code Availability Policy](#) for a detailed explanation of this requirement.

Administrative notes

- Applicants must have IRB approval or exemption from an IRB with [IORG status](#) before MIT can establish a subaward agreement to set up funding. IRB approval/exemption must be from the institution receiving funds or there must be a reliance agreement between the reviewing IRB and institution receiving funds.
- MIT requires an official acceptance of the proposal and budget by your institution to set up the subaward. Applicants are encouraged to submit the proposal to their office of sponsored programs or contracts department prior to the award decision to avoid delays and ensure that your institute will accept your proposal and proposal budget.
- Subaward agreements typically authorize the year one budget only. The agreement will be amended yearly to authorize subsequent budget years and extend the period of performance.
- Once all materials have been received, it can take up to 60 days to establish the subaward. The award is paid on a cost reimbursable basis, and spending can usually be backdated through the date of the J-PAL award letter or date of IRB approval (whichever comes later).
- Funds are to be used for the purposes described in the proposal narrative and proposal budget. Significant changes to the project scope, design, or budget must be pre-approved by the Initiative Manager.
- The terms of the award will be further specified in the award letter and in any subaward established with MIT. Acceptance of funding from J-PAL North America signals your consent to these requirements. Non-compliance with these requirements could affect your eligibility for future funding from any J-PAL initiative.

Reporting

- Grantees will typically be required to submit several reports, including a start-up report, a brief annual progress report, a final financial report, a final narrative report, and costing data (full projects only).

Code of conduct

- Since J-PAL is part of MIT, everyone who is associated with J-PAL, including researchers worldwide receiving grants from J-PAL initiatives, are considered part of the broader MIT community. Therefore, it is our hope and expectation that they will adhere to MIT's community-wide policies that are available [here](#). Because almost all researchers we work with are also part of other university communities, they may also be subject to their host universities' policies and procedures. Many of these policies may be very similar to the MIT policies above. Finally, many researchers are separately affiliated with other academic associations and organizations, including the American Economic Association, and they should continue to abide by the codes of conduct established by the associations and organizations to which they belong. The AEA's code of conduct is available [here](#).