

Educator PII External Research Data Request Review Rubric

1. Requestor name:
2. Requestor organization:
3. Proposal name:
4. Review meeting date:
5. Review meeting participants:
6. Review determination:
 - Additional information or revisions needed
 - Request denied
 - Request approved
7. Overall comments about request:

Evaluation Question	Considerations	Yes	No	Unclear	Comments
1. Is it feasible for CDE to provide the requested data?	<ul style="list-style-type: none"> • Does CDE have the data being requested? • Can CDE legally share the requested data? • Are there any privacy concerns related to the request? • Are there any concerns about changes to specific data elements over time that would impact the study results/conclusions? • Does CDE have the resources to provide the data? • Can CDE provide the requested data in the timeframe requested by the researcher? • Does the researcher have IRB approval? (If required for the proposed project) 	<input type="checkbox"/> Yes, with moderate or minimal effort OR <input type="checkbox"/> Yes, but only with substantial effort			

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<p>2. Does the research align with the Key Initiatives from CDE's Strategic Plan and/or CDE work related to the research topic?</p>	<ul style="list-style-type: none"> • Does the research align directly with any Key Initiatives? • Does this research support any CDE projects? • Would the research provide information in an area of interest to CDE staff but in which they do not have the bandwidth/capacity to do additional work? 				
<p>3. Does the research/application meet the CDE guidelines for educator data requests?</p>	<ul style="list-style-type: none"> • Are the research questions clearly stated and well-defined in relation to the proposed project? • Is the research methodology clearly explained and appropriate for the research project? • Are the publication standards for the researcher's field of study clearly stated, including how schools/districts are referenced? • If the proposed project involves evaluation of specific districts, has the requestor contacted the districts regarding the proposed project? • Are there clear and specific details about what information could be learned from the research? 				