

Manitoba Longitudinal Study of Young Adults

Data Access Program Guidelines and Application

MLSYA

Manitoba
Longitudinal Study
of Young Adults



For more information, please visit www.LGManitoba.ca

OVERVIEW

The Manitoba Longitudinal Study of Young Adults (MLSYA) dataset contains a wealth of information that can be used to examine many issues affecting young adults in Manitoba. The Manitoba Gaming Control Commission, the Addictions Foundation of Manitoba and the Manitoba Lotteries Corporation created the MLSYA Data Access Program in 2012 to offer opportunities for external researchers (applicants or researchers) to conduct studies using this unique longitudinal dataset. The Liquor and Gaming Authority of Manitoba (LGA) now manages this program.

OBJECTIVE

The purpose of the program is to make the data generated by the MLSYA available for analytical studies that will deliver insight on issues affecting young adults in Manitoba. The program creates opportunities for analysis of the MLSYA dataset by allowing external researchers to access the dataset to answer specific research questions.

BACKGROUND

In 2005, the Manitoba Gaming Control Commission, the Addictions Foundation of Manitoba and the Manitoba Lotteries Corporation partnered to fund the MLSYA. The MLSYA was designed to collect longitudinal information to learn more about young adult Manitobans' changing gambling behaviours and attitudes and about how these changes relate to a broad spectrum of protective and risk factors. Although the MLSYA was originally designed as a gambling study, the MLSYA dataset contains a wealth of instruments that could be used to examine many issues affecting young adults in Manitoba.

Prairie Research Associates was selected to recruit participants and collect data for the MLSYA. The MLSYA followed an initial sample of 679 Manitobans at four points over a five-year span from 2007 to 2011, with cycles as follows:

CYCLE	DATA COLLECTION TIMEFRAME	PARTICIPATING PANEL MEMBERS	ATTRITION RATE BETWEEN CYCLES	PANEL RESPONSE RATE
CYCLE 1	December 2007 – July 2008	679	–	–
CYCLE 2	December 2008 – July 2009	607	10.6%	89.4%
CYCLE 3	May 2010 – December 2010	561	7.6%	82.6%
CYCLE 4	May 2011 – December 2011	517	7.8%	76.1%

Following recruitment, a two-part survey was administered to Cycle 1 participants. The first part of the survey was a telephone interview that included both open- and closed-ended questions. Participants then had the option of completing the second part of the survey either through an online questionnaire or a mail-in questionnaire, both of which included the same instruments in the same order. In Cycles 2 to 4, initial telephone interviews were again followed by either online or mail-in questionnaires. Experts from Manitoba's universities and colleges were involved at every stage of the MLSYA to ensure that it met research and ethical standards.

The MLSYA dataset includes the following instruments:

INSTRUMENT	CYCLE 1	CYCLE 2	CYCLE 3	CYCLE 4	KEY SOURCE
Alcohol Dependence Scale	•	•	•	•	Statistics Canada. (2003). <i>Canadian Community Health Survey, Cycle 2.1</i> . Retrieved from http://www.statcan.gc.ca/concepts/health-sante/cycle2_1/index-eng.htm .
Barratt Impulsiveness Scale (BIS-11)		•		•	Patton, J.H., Stanford, M.S., & Barratt, E.S. (1995). Factor Structure of the Barratt Impulsiveness Scale. <i>Journal of Clinical Psychology</i> , 51(6), 768-774.
Canadian Problem Gambling Index (CPGI)	•	•	•	•	Ferris, J. & Wynne, H. (2001). <i>The Canadian Problem Gambling Index: Final Report</i> . Ottawa, ON: Canadian Centre on Substance Abuse.
Composite International Diagnostic Interview (CIDI-SF): Generalized Anxiety Disorder, Major Depression, Obsessive Compulsive Disorder, and Pathological Gambling subscales	•	•	•	•	Walters, E.E., Kessler, R.C., Nelson, C.B., & Mroczek, D. (2002). <i>Scoring the World Health Organization's Composite International Diagnostic Interview Short Form (CIDI-SF)</i> .
Demographics, including age, gender, marital status, education and employment status, region, personal and household income, household composition, religion, citizenship, and ethnic identity questions	•	•	•	•	varied
Drake Beliefs About Chance Inventory	•		•		Wood, W.S., & Clapham, M.M. (2005). Development of the Drake Beliefs About Chance Inventory. <i>Journal of Gambling Studies</i> , 21(4), 411-430.
Drug Dependence Scale	•	•	•	•	Statistics Canada. (2003). <i>Canadian Community Health Survey, Cycle 2.1</i> . Retrieved from http://www.statcan.gc.ca/concepts/health-sante/cycle2_1/index-eng.htm .
Gambling attitudes and fallacies questions	•	•	•	•	Manitoba Gaming Control Commission. (2007). <i>Manitobans and Gambling II</i> . Retrieved from http://lgamanitoba.ca/documents/manitobans-and-gambling-ii-report.pdf
Gambling Motives Questionnaire (GMQ)				•	Stewart, S.H. & Zack, M. (2008). Development and Psychometric Evaluation of a Three-Dimensional Gambling Motives Questionnaire. <i>Addiction</i> , 103, 1110-1117.
Life Events Questionnaire	•	•	•	•	Sarason, I.G., Johnson, J.H., & Siegel, J.M. (1978). Assessing the Impact of Life Changes: Development of the Life Experiences Survey. <i>Journal of Consulting and Clinical Psychology</i> , 46(5), 932-946.

INSTRUMENT	CYCLE 1	CYCLE 2	CYCLE 3	CYCLE 4	KEY SOURCE
Multidimensional Scale of Perceived Social Support (MSPSS)	•	•	•	•	Zimet, G.D., Dahlem, N.W., Zimet, S.G., & Farley, G.K. (1988). The Multidimensional Scale of Perceived Social Support. <i>Journal of Personality Assessment</i> , 52(1), 30-41.
NEO Five Factor Inventory (NEO-FFI)	•		•		Costa Jr. P.T., & McCrae, R.R. (1992). <i>NEO PI-R Professional Manual</i> . Lutz, FL: Psychological Assessment Resources, Inc.
Rosenberg Self-Esteem Scale	•		•		Rosenberg, M. (1965). <i>Society and the Adolescent Self-Image</i> . Princeton, NJ: Princeton University Press.
SF-8 Health Survey	•	•	•	•	Ware, J.E., Kosinski, M., Dewey, J.E., & Gandek, B. (2001). <i>How to Score and Interpret Single-Item Health Status Measures: A Manual for Users of the SF-8 Health Survey</i> . Lincoln, RI: QualityMetric Inc.
Spiritual Involvement and Beliefs Scale (SIBS-R)	•	•	•	•	Hatch, R.L., Burg, M.A., Naberhaus, D.S. & Hellmich, L.K. (1998). The Spiritual Involvement and Beliefs Scale: Development and Testing of a New Instrument. <i>Journal of Family Practice</i> , 46(6), 476-486.
Ways of Coping Questionnaire		•		•	Folkman, S. & Lazarus, R.S. (1988). <i>Ways of Coping Questionnaire Sampler Set: Manual, Test Book, Scoring Key</i> . Menlo Park, CA: Mind Garden, Inc.

ELIGIBILITY

The program invites applications from individual researchers or from research teams led by a principal applicant. The principal applicant is responsible for submitting an application form on behalf of the team. Applicants may be from the following four categories of researchers:

1. Individual academics with appointments at Canadian post-secondary institutions, or research teams led by a principal applicant who is an academic with an appointment at a Canadian post-secondary institution.
2. Doctoral, master and undergraduate honours students registered at Canadian post-secondary institutions who submit projects that form an integral part of their dissertation, thesis or honours thesis work. Applications of this type must:
 - a. Identify the student as the principal applicant and the academic supervisor as a co-applicant;
 - b. Include a letter of support from the academic supervisor confirming that the student's supervisory committee has reviewed and approved the proposed project as part of the student's research; and
 - c. Include a reference letter from the academic supervisor or another academic reference that attests to the student's research potential and capacity to execute the proposed research.
3. Employees of federal, provincial, territorial or municipal government departments and agencies, including the Manitoba Government.
4. Individuals or organizations that conduct publicly available, not-for-profit research on a regular basis and are able to demonstrate necessary ethical, technical and analytical standards and capacity.

FUNDING

The program is not a funding program. Researchers must have funding in place for their projects at the time of application.

SUBMITTING AN APPLICATION

Researchers must submit an application to be granted access the MLSYA dataset. Proposed projects may be from any discipline and do not need to be related to gambling.

The following documents are required as part of the application:

1. Completed MLSYA Data Access Program Application.
2. Current curriculum vitae(s) for the principal applicant and all co-applicants.
NOTE: Each curriculum vitae must not exceed four letter-sized pages.

3. Project proposal, including elements as follows:

NOTE: Project proposals must not exceed four letter-sized pages, including references.

- a. Project title;
- b. Project objectives and/or specific research questions;
- c. How the project will contribute to the field of study;
- d. Proposed statistical methodology and why it is suitable for the project; and
- e. Data requirements, including:
 - i. Explanation of why access to the MLSYA dataset is required, and
 - ii. MLSYA dataset instruments and cycles requested.

4. *For doctoral, master and undergraduate honours student applicants only:* One letter of support from the academic supervisor and one letter of reference, as described above. If both letters are being prepared by the academic supervisor, he or she may include all of the required information in a single letter.
NOTE: Referees must seal their letters in an envelope, sign across the sealed flap of the envelope and either return the sealed envelope to the applicant to be sent with the application or send the letter directly to the address below.

The onus is on the applicant to submit all required documents. Incomplete applications will not be considered.

Applicants must submit one copy of their application by mail or courier to:

MLSYA Data Access Program
c/o Liquor and Gaming Authority of Manitoba
800 – 215 Garry Street
Winnipeg, MB R3C 3P3

The MLSYA Access Coordinator will send an email to principal applicants to confirm receipt of their applications. Applications may be submitted at any time and there is no cost to apply. Applicants will be notified of the evaluation committee's decision within four to six weeks of receipt of the application.

APPLICATION REVIEW

Applications are reviewed by an evaluation committee comprised of the MLSYA Access Coordinator, at least one independent external academic reviewer(s) and other members as deemed appropriate by the MLSYA funding partners. This evaluation committee has full purview for assessing the degree to which a given application meets the evaluation criteria. The evaluation committee's decisions are final and may not be appealed by applicants. Unsuccessful applicants are welcome to contact the MLSYA Access Coordinator for feedback regarding their applications and are also welcome to re-apply at any time.

Applications will be evaluated using the following criteria:

- **Scientific merit and viability of the proposed project:**
As demonstrated through the project proposal.
- **Relevance of the methods to be applied to the MLSYA dataset:**
As demonstrated through the project proposal.
- **Demonstrated need for access to the MLSYA dataset:**
As demonstrated through the project proposal.
- **Demonstrated expertise and ability to carry out the research:**
As demonstrated through the curriculum vitae(s), and through the letter of support and reference letter in the case of doctoral, master and undergraduate honours student applicants.

TERMS OF PROJECT APPROVAL

If an application is approved and access is granted to the MLSYA dataset, all parts of the application become part of the research contract between the successful applicant(s) and the LGA, which will enter into the research contract on behalf of the MLSYA funding partners.

The applicant and all co-applicants must sign the research contract. Once the project has been approved for access, the researchers have six months from the date of the approval to sign the research contract. If the researchers are not able to sign the research contract within this timeframe, the proposal will automatically be withdrawn and a new application for access to the MLSYA dataset will be required.

The research contract includes the following terms of access:

- **Data:**

The MLSYA Access Coordinator will provide a customized MLSYA dataset containing only the instruments and cycles required to address the specific research questions as outlined in the project proposal. The dataset will be stripped of all identifiable information, which is any information that may reasonably be expected to identify

an individual respondent, alone or in combination with other available information. The customized MLSYA data set will be provided as an SPSS data file.

The researchers agree to use the MLSYA dataset only for the purposes of completing the approved project. The researchers agree to submit a new application for any additional research project. The researchers also agree to notify the MLSYA Access Coordinator if the scope of the research changes significantly, in which case a new project proposal may be required.

The researchers agree to conduct data analysis on a secure computer in a private location, where others will not have access to the MLSYA dataset. The researchers agree not to disseminate the MLSYA dataset to others.

The researchers retain full ownership over their project results and deliverables; however, there is no transfer of ownership rights over the MLSYA dataset to which they are granted access. The researchers agree that the MLSYA dataset remains the property of the LGA, the Addictions Foundation of Manitoba and the Manitoba Liquor and Lotteries Corporation.

- **Cost:**

There is no cost to access the MLSYA dataset.

- **Deliverables:**

The researchers agree to produce a deliverable derived from their work with the MLSYA dataset. The researchers agree to provide a copy of their final deliverable to the MLSYA Access Coordinator at the research contract end date. Suitable deliverables can take many forms, including a peer-reviewed journal article, a book chapter, a dissertation or thesis, a research report, or a conference presentation¹. Other types of deliverables may be possible.

The researchers agree that all deliverables based on analysis of the MLSYA dataset will undergo a peer-review process. In the case of a conference presentation, the conference itself serves as peer review. In the case of a publication in an academic journal, the journal's standard peer-review process serves as peer-review. In the case of

¹ In the case of a conference presentation, the researcher(s) may submit their presentation abstract and slides as a deliverable.

a thesis or dissertation, formal defense of the thesis or dissertation serves as peer-review. In all other cases, independent researchers not previously affiliated with the MLSYA must have the opportunity to corroborate or refute research findings to demonstrate and to ensure the research is rigorous and accurate. Peer reviewers must be well-respected academic researchers and cannot have any real, potential or perceived conflicts of interest.

The researchers agree to notify the MLSYA Access Coordinator when they (a) apply or are invited to present at a conference, (b) submit publications to academic journals, (c) apply to defend a thesis or dissertation, or (d) intend to release a book chapter or research report. In the first three cases, the researchers agree to notify the MLSYA Access Coordinator at the time of application, invitation or submission. In the final case, the researchers agree to notify the MLSYA Access Coordinator at least six weeks before the book chapter or research report is released. Notice may be delivered by mail or courier to the address above, or by email to mksya@LGAmnitoba.ca.

The researchers agree to include a statement in all deliverables based on analysis of the MLSYA dataset, as follows:

“The Manitoba Longitudinal Study of Young Adults (MLSYA) dataset was collected by the Manitoba Gaming Control Commission, The Addictions Foundation of Manitoba and The Manitoba Lotteries Corporation; however, the author(s) take full responsibility for the results and conclusions drawn from the MLSYA dataset and acknowledge that they do not necessarily represent the views of the these organizations.”

The researchers agree to notify the MLSYA Access Coordinator in the case where a project is cancelled after access to the MLSYA dataset has been granted, but before the project is complete. In this case, the researchers agree not to release a deliverable derived from their work with the MLSYA dataset and the researchers are not required to submit a deliverable to the MLSYA Access Coordinator at the research contract end date.

• Research Ethics And Misconduct:

The researchers confirm that their project proposals have been reviewed by research ethics boards as required by their post-secondary institution(s), organization(s), or employer(s). Consistent with the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans*², the MLSYA funding partners acknowledge that review by research ethics boards may not be required for secondary analyses of datasets that do not include identifiable information; however, researchers are solely responsible for ensuring that their projects meet any applicable ethical standards and requirements.

The researchers confirm that they are free from tricouncil (SSHRC/ NSERC/CIHR) or post-secondary institution sanction for financial or research misconduct. The researchers agree to notify the MLSYA Access Coordinator if they are sanctioned for financial or research misconduct during the course of the research contract.

FOR FURTHER INFORMATION

If you have questions about the MLSYA Data Access Program, please contact the MLSYA Access Coordinator by telephone at **(204) 954-9400** or mksya@LGAmnitoba.ca.

² Canadian Institutes of Health Research, Natural Sciences and Engineering Research Council of Canada, and Social Sciences and Humanities Research Council of Canada, *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans*, December 2010.

APPLICATION

PRINCIPAL APPLICANT

TITLE: DR. MR. MS. MRS. OTHER: _____

LAST NAME: _____ FIRST NAME: _____

ORGANIZATION: _____

DEPARTMENT/DIVISION: _____ POSITION: _____

MAILING ADDRESS: _____

CITY: _____ PROVINCE: _____ POSTAL CODE: _____

DAYTIME TELEPHONE: _____ EMAIL ADDRESS: _____

Have you ever been sanctioned by the tri-council or by any post-secondary institution for financial or research misconduct? YES NO

CO-APPLICANT(S) Please attach additional pages, if required.

LAST NAME: _____ FIRST NAME: _____

ORGANIZATION: _____

DEPARTMENT/DIVISION: _____ POSITION: _____

.....

LAST NAME: _____ FIRST NAME: _____

ORGANIZATION: _____

DEPARTMENT/DIVISION: _____ POSITION: _____

.....

LAST NAME: _____ FIRST NAME: _____

ORGANIZATION: _____

DEPARTMENT/DIVISION: _____ POSITION: _____

Has any co-applicant ever been sanctioned by the tri-council or by any post-secondary institution for financial or research misconduct?

YES NO

Please attach a current curriculum vitae(s) for the principal applicant and all co-applicants.

NOTE: Each curriculum vitae must not exceed four letter-sized pages.

PROJECT

RESEARCH PROJECT TITLE:

MLSYA DATASET INSTRUMENTS AND CYCLES TO BE USED:

DO YOU HAVE FUNDING FOR THIS PROJECT? YES NO

SOURCES AND AMOUNTS OF FUNDING:

PROJECT START DATE: _____ ANTICIPATED COMPLETION DATE: _____

EXPECTED DELIVERABLE(S):

Please attach a detailed project proposal, including all elements described in the MLSYA Data Access Program Guidelines.

NOTE: Project proposals must not exceed four letter-sized pages, including references.

DOCTORAL, MASTER AND UNDERGRADUATE HONOURS STUDENTS

PROGRAM: PhD MASTER UNDERGRADUATE HONOURS OTHER: _____

WHEN DID YOU BEGIN YOUR PROGRAM: _____

WHEN DO YOU EXPECT TO COMPLETE YOUR PROGRAM: _____

ACADEMIC SUPERVISOR'S NAME: _____

ACADEMIC SUPERVISOR'S DAYTIME TELEPHONE: _____

ACADEMIC SUPERVISOR'S EMAIL ADDRESS: _____

Please attach one letter of support from the academic supervisor and one letter or reference, as described in the MLSYA Data Access Program Guidelines.

NOTE: Referees must seal their letters in an envelope, sign across the sealed flap of the envelope and either return the sealed envelope to the applicant to be sent with the application or send the letter directly to the address listed in the MLSYA Data Access Program Guidelines.

DECLARATION

I have read and understand the MLSYA Data Access Program Guidelines and declare that:

- a. I accept the general conditions governing the MLSYA Data Access Program, as set out in the guidelines;
- b. All information provided in this application and in the attached documents is true and complete;
- c. *For doctoral, master and undergraduate student applicants only:* I authorize the MLSYA Access Coordinator to contact my academic supervisor for additional information, if necessary; and
- d. I authorize the MLSYA funding partners to publicly release my name and post-secondary institution/organization/employer, co-applicants' names and post-secondary institutions/organizations/employers, and project title if I am granted access to the MLSYA dataset.

SIGNATURE: _____ PRINTED NAME: _____

DATE: _____

PRIVACY NOTICE: The LGA is committed to protecting your privacy. The personal information you are providing on this form is collected under the authority of the LGA's MLSYA Data Access Program and it will be used solely to assess your suitability to be granted access to the MLYSA dataset.

Your personal information is protected by *The Freedom of Information and Protection of Privacy Act*. Any other use, and any disclosure, of your personal information by the LGA must be authorized by you or must be authorized under *The Freedom of Information and Protection of Privacy Act*.

If you have any questions about the collection of your personal information, please contact the LGA's Freedom of Information and Protection of Privacy Coordinator at **(204) 954-9400** or FIPPAcoordinator@LGAmanitoba.ca.