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| Secure Research Data CentreApplication for Access to the Centre DataFirst Secure Research Data Centre  School of Economics Building  University of Cape Town  Rondebosch  Cape Town  South Africa  +2721 6505707  support@data1st.org  http://www.datafirst.uct.ac.za |

Our Secure Research Data Centre [the Centre] is a place where you can conduct analysis on restricted-access data. These data are too disclosive to be in the public domain. You will need to complete all your analysis on the data in the Centre. The data we have in the Centre is listed on our data site at <https://www.datafirst.uct.ac.za/dataportal/index.php/catalog/srdc/about>

This application is for access to restricted-access data only. Our public access data can be downloaded from our data site at <https://www.datafirst.uct.ac.za/dataportal/index.php/catalog/central/about>

To apply to use the Centre please email a completed, signed form to [support@data1st.org](mailto:support@data1st.org)

## 1. Researcher Details

### 1.1 Personal details and contact information

|  |  |
| --- | --- |
| **Name** |  |
| **Institution** |  |
| **Academic Department** |  |
| **Position (student/staff/research associate)** |  |
| **Address** |  |
| **Telephone number** |  |
| **Email** |  |
| **Nationality** |  |

### 1.2 Details of research you have completed using unit-record data

|  |  |  |  |
| --- | --- | --- | --- |
| Research Title |  | | |
| Date |  | | |
| Secure data used |  | Yes | No |
| Data Provider (e.g. DataFirst, Statistics SA) |  | | |
| Data owner |  | | |
| Measures used for disclosure control |  | | |

### 1.3 Membership of Professional Associations

|  |  |
| --- | --- |
| Name of professional Association and date of membership | |
| 1. |  |
| 2. |  |

### 1.4 Relevant publications as main author or contributor

PhD students/ junior researchers unable to provide examples of relevant publications should provide information about other outputs that you have produced

|  |  |
| --- | --- |
| Publication details/bibliographic reference or link | |
| 1. |  |
| 2. |  |

**1.5 Research Team**

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| --- | --- |
| List of co-researchers on your project who will need access to the Centre. Please note that any co-researchers who want to work in the Centre must complete an application. | |
| 1. |  |
| 2. |  |

## 2. Details of Proposed Project

### 2.1 Title of Research Project to be undertaken in the Centre

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### 2.2 Data Required

2.2.1 Name of the dataset (Note there are a number of datasets available in the Centre. Please specify which dataset you wish to use in the Centre)

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2.2.2 Required data format(s)

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### The following software is available in Centre: Adobe Reader, ArcGIS, Microsoft Office Suite, QGIS, QSR NVivo, R, SPSS, Stata, StatTransfer, and Textpad. Please inform us if you require other software for your research, so that we can arrange for this to be installed before you start your research in the Centre.

### 2.3 Research Proposal

2.3.1 Provide a detailed description of the aims and methods of the research you will conduct using the data in the Centre. Where your research is part of a larger project please give details of this project.

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2.3.2 Please explain why the public data available on DataFirst’s website are not sufficient for your research

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**2.4 Research Results**

List the intended publication from your research in the Centre, e.g. government report, working paper, journal article, Honours/Master’s/PhD thesis

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### 2.5 Importing Data

Describe any data you will need to bring into the Centre to use for your research. Please confirm that you have permission to use this data for your research. Specify whether you will be able to deposit this data with the Centre to share with other researchers.

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## 2.6. Research commissioning or sponsorship

If your research is commissioned or funded, please provide the name and address of the organisation/institution commissioning or funding your research?

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## 2.7. Duration of access

Please note that assessment of your application may be delayed if you do not provide enough information for NIDS to assess your research. If it is necessary to extend the period of access, application must be made to DataFirst one week prior to the expiry of your research project

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | **Year** | | **Month** | | | **Day** |
| **From** | | |  | |  | | |  |
| **To** | | |  | |  | | |  |
|  |  | |  | |  |

## 3. Output

**3.1 Intended Output from your Research in the Centre**

Describe the files you intend to take out of the Centre on completion of your research

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NOTE: Any files you want to remove from the centre must be placed in the Output folder in your directory. You need to complete the Output Request Form (srdc07) in this directory detailing what you want to remove.

Allowed outputs from the Centre include tables, graphs, and syntax files. These may be removed after being checked by our staff. Log files may not be removed as the large amount of text in these files makes disclosure checking difficult. Check with the Centre administrator about Stata commands for producing cross-tabulations.

The lowest level of aggregation of information permitted to be removed is **District Municipality**. Approved output will be emailed to you. This output can be used by co-researchers for the current project and follow up projects.

3.2 New Variables

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| --- | --- | --- |
| Will you be creating new data variables from your research in the Centre? | Yes | No |

Describe the process of generating these new data variables

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5.2 Provide specifics of the expected new variables

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| --- | --- | --- | --- |
| **Variable Name** | **Variable Label** | **Variable Range** | **Which records this variable applies to** |
| *e.g.distance\_to\_clinic* | *e.g. Distance in km* | *e.g. 0km-100km* | *e.g. GPS coordinates* |
|  |  |  |  |
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## NOTE: New data variables generated by your research in the Centre may not be removed. However, these may be incorporated into subsequent versions of the dataset you use in the Centre.

## 4. Declaration by researcher

By signing this declaration, you are confirming:

* The information you provide to support your application is accurate
* You will abide by the Centre usage requirements
* You will cite the dataset in your publications, with our recommended citation.
* You will provide DataFirst with a digital copy of your completed report/working paper/journal article/ thesis and any further publications based on your output from the Centre

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| --- | --- |
| Researcher’s Name |  |
| Signature (digital signatures accepted) |  |
| Date |  |

|  |  |
| --- | --- |
| Your Institution’s Representative | |
| Name |  |
| Signature |  |
| Date |  |
| Supervisor (for Students) | |
| Name |  |
| Signature |  |
| Date |  |

## 5. Data Depositor’s Consent

The data depositor agrees with DataFirst providing the researcher with access to the requested data, under the conditions of their Data Deposit Agreement with DataFirst.

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| Data depositing Institution |  |
| Name and position of Institution’s representative |  |
| Contact Email |  |
| Signature of Institution’s representative |  |
| Date |  |

**6. Accreditation**

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| --- | --- |
| Project number |  |
| Name of SRDC Administrator |  |
| Signature of Centre Administrator |  |
| Date yyyymmdd |  |