

Monmouth University Institutional Review Board

Office of the IRB/IACUC

Phone: 732-263-5726 • Fax: 732-263-5728

E-mail: irb@monmouth.edu

Application for Review of Human Subjects Research

.....*IRB USE ONLY BELOW*.....

Category of Review:

Date of Original Submission: Response Date:

Suggestions for Revision/Mandatory Revisions:

Date of Revised Submission: (Please attach this page along with revision) Response Date:

Approved Not Approved (Reason application did not receive approval:)

A. IDENTIFYING INFORMATION

1. Principal Researcher's Contact Information:

Name(s): EDWARD GONZALEZ-TENNANT

Address: 400 CEDAR AVE, W. LONG BRANCH, NJ

Phone Number: 732-571-4458

E-mail: EGONZALE@MONMOUTH.EDU

2. Co-Researcher(s) Contact Information:

Name(s): .

Address: .

Phone Number: .

E-mail: .

3. Department/School: HISTORY AND ANTHROPOLOGY/SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

4. Research Category: (Please mark an X in the appropriate box)

Faculty research Senior Thesis Research from another institution

Graduate student research Undergraduate student research Other, please specify: .

Honors thesis Undergraduate independent study

5. Title of the Study: HURRICANE SANDY ORAL HISTORY PROJECT

B. HUMAN PARTICIPANT PROTECTIONS REQUIRED TRAINING

1. I have attached the [NIH Protecting Human Research Participants Training Certificates](#): Yes No

C. SUPERVISING PROFESSOR'S CONSENT (required only for student research)

1. I have attached my [supervising professor's consent form](#): Yes No N/A

D. RESEARCH PROJECT DESCRIPTION

1. Purpose of the Study (*What is the central research question and/or hypothesis that this study examines? What is the goal/objective of this study? Approximately 150 words.*):
THE PURPOSE OF THIS STUDY IS TO RECORD PERSONAL TESTIMONIES RELATED TO HURRICANE SANDY. THE PRIMARY RESEARCH QUESTION SEEKS TO CONTEXTUALIZE EXTREME WEATHER WITHIN THE DAILY LIVES OF NEW JERSEY RESIDENTS. THIS TYPE OF RESEARCH RECOGNIZES THAT DISASTER IS A COMPLEX PROCESS AS RISK AND VULNERABILITY ARE CONCENTRATED AT SPECIFIC GEOGRAPHIC LOCATIONS AND AMONGST PARTICULAR POPULATIONS. THE COLLECTION OF CONTEXTUALIZING KNOWLEDGE SHEDS LIGHT ON A WIDE RANGE OF ISSUES, INCLUDING INFRASTRUCTURAL DEVELOPMENT, PUBLIC ASSESSMENT OF SHORT-TERM AND LONG-TERM RISK, AND THE SUBJECTIVE COST OF DISASTER.
2. Brief Rationale for the Study (*Why is this study needed? How does it fit in with existing research? What new knowledge will this study potentially add? Approximately 150 words.*):
THE COLLECTION OF PERSONAL NARRATIVES RELATING TO LOSS AND TRAUMA FOLLOWING NATURAL DISASTERS REPRESENTS A KEY VENUE FOR ENGAGED SOCIAL SCIENCE RESEARCH. THIS INCLUDES THE COLLECTION OF LONGITUDINAL DATA FRAMING HURRICANE SANDY (THE EVENT) WITHIN LARGER SOCIAL AND CULTURAL PRACTICES. NUMEROUS AGENCIES (E.G., INTERNATIONAL SOCIAL SCIENCE COUNCIL, UN INTERNATIONAL STRATEGY FOR DISASTER REDUCTION) ARE INCREASINGLY SEEKING THIS TYPE OF INFORMATION TO ADDRESS A NUMBER OF IMPORTANT GOALS. CONTEXTUALIZING TESTIMONIES HELPS CREATE WIDER EXPOSURE OF THE LONG-TERM CAUSES OF RISK, SUPPORTS AN INTEGRATED APPROACH TO DISASTER RESEARCH, AND ACKNOWLEDGES THAT RISK AND EXPERIENCE ARE LOCALLY-DEPENDENT. ADDITIONALLY, PERSONAL NARRATIVES ARE EMOTIONALLY COMPELLING AND CAN HELP EFFECTIVELY COMMUNICATE THE LONGITUDINAL NATURE OF DISASTER AS PROCESS.
3. Research Design/Method (*e.g., Experimental; Quasi-Experimental; Comparative (specify the number of groups); Correlational; Predictive Model; Psychometric Testing of an Instrument; Phenomenological; Ethnography; Grounded Theory; Case Study; etc.*): ORAL HISTORY
4. Plan for Data Analysis (*What statistical test(s) will you use?*):
NO STATISTICAL TESTS ARE CURRENTLY PLANNED. DATA WILL BE SUMMARIZED AND PRESENTED USING SUBJECTIVE MEANS (E.G., ONLINE ORAL HISTORY ARCHIVE). TEXT ANALYSIS MAY BE CONDUCTED WITH SOFTWARE SUCH AS MAXQDA.

E. SAMPLING METHOD AND PARTICIPANT REQUIREMENTS

1. Sampling Method (*e.g., random, convenience, purposive, snowball, etc.*):
INFORMANTS WILL BE CONTACTED VIA CONVENIENCE AND SNOWBALL SAMPLING METHODS. WORD-OF-MOUTH AND PUBLIC TABLING WILL INVITE PARTICIPANTS TO SHARE THEIR EXPERIENCES.
2. Affiliation of Participants (*e.g., Monmouth students, institution, hospital, general public, etc.*):
MONMOUTH UNIVERSITY STUDENTS AND THE GENERAL PUBLIC.
3. Participant Characteristics (*List sex, age range, and projected number of participants. Please provide any inclusion/exclusion criteria. If vulnerable subjects are recruited, explain why their inclusion is necessary*):
ALL SUBJECTS WILL BE 18 YEARS OF AGE OR OLDER, FROM BOTH GENDERS. THE NUMBER OF PARTICIPANTS IS 40. INCLUSION CRITERIA IS GEOGRAPHIC, RESTRICTED TO NEW JERSEY.
4. What is the population from which you will select participants for the study?
Please mark an X in all appropriate box(es)

<input checked="" type="checkbox"/> MU Students	<input type="checkbox"/> Non-English Speaking Persons
<input checked="" type="checkbox"/> MU Employees	<input type="checkbox"/> Physically Disabled
<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> Mentally Disabled
<input checked="" type="checkbox"/> Pregnant Women	<input type="checkbox"/> Prisoners
<input type="checkbox"/> Children/Minors	<input checked="" type="checkbox"/> Economically Disadvantaged
<input type="checkbox"/> Institutionalized Persons	<input checked="" type="checkbox"/> Educationally Disadvantaged
<input type="checkbox"/> Critically or Terminally Ill	<input checked="" type="checkbox"/> Elderly
	<input type="checkbox"/> Other, please specify: .

5. Access to Participants (*How will you gain access to participants? Will you use a participant pool?*)
 PARTICIPANTS WILL BE IDENTIFIED VIA WORD-OF-MOUTH AND THROUGH VARIOUS OUTREACH ACTIVITIES (E.G., TABLING, SIGN-UP SHEETS). ON-CAMPUS EVENTS WILL BE ORGANIZED BY MONMOUTH’S HISTORY AND ANTHROPOLOGY STUDENT CLUB. WE WILL SCREEN PARTICIPANTS TO ENSURE THEY ARE 18 YEARS OR OLDER AND ARE NOT MEMBERS OF ANY OTHER VULNERABLE POPULATION. FROM THE PERSPECTIVE OF ORAL HISTORY, THE ELDERLY, ECONOMICALLY DISADVANTAGED, AND EDUCATIONALLY DISADVANTAGED ARE NOT AUTOMATICALLY CLASSED AS VULNERABLE POPULATIONS.

6. Participant Recruitment (*How will you recruit participants? Who will do the recruiting? How will participants initially learn what the study is about?*):
 WE WILL ATTEMPT TO RECRUIT PARTICIPANTS VIA VARIOUS OUTREACH ACTIVITIES, INCLUDING TABLING (SETTING UP AND MANNING A TABLE ON MONMOUTH UNIVERSITY CAMPUS). OFF-CAMPUS PARTICIPANTS WILL BE IDENTIFIED THROUGH VARIOUS STRATEGIES. THESE MAY INCLUDE CALLS FOR PARTICIPATION ON SOCIAL MEDIA SITES (E.G., FACEBOOK, TWITTER), AND WORD-OF-MOUTH CORRESPONDENCE WITH INDIVIDUALS OR GROUPS. THE PI WILL ALSO ATTEND VARIOUS COMMUNITY GATHERINGS (E.G., TOWN HALL MEETINGS) TO RECRUIT PARTICIPANTS.

Please mark an X in the appropriate box(es). (*Please append any of these materials to this application*)

- | | |
|---|--|
| <input type="checkbox"/> Flyers/Posters | <input type="checkbox"/> Telephone |
| <input checked="" type="checkbox"/> Letter | <input checked="" type="checkbox"/> Internet |
| <input checked="" type="checkbox"/> E-mail | <input type="checkbox"/> Newspaper |
| <input type="checkbox"/> Participant Pool | <input type="checkbox"/> Radio |
| <input type="checkbox"/> Other, please specify: . | |

Please include the information you will use to recruit participants here (i.e., any information about your study that you give to participants prior to participation):

BASIC INFORMATION REGARDING ORAL HISTORY WILL BE PROVIDED TO PARTICIPANTS. HOWEVER, SPECIFIC QUESTIONS WILL NOT BE PROVIDED. THIS IS A CONSCIOUS DECISION DESIGNED TO ENCOURAGE PARTICIPANTS TO FREELY SHARE THEIR LIFE HISTORIES AS A WAY TO CONTEXTUALIZE THE EFFECTS OF HURRICANE SANDY.

7. Participant Expectations (*Note: You will provide specific information about manipulations, measures, etc. in Section G. Here, please generally describe a typical participant’s experience from the beginning until the end of the study. Please include how many participants will be tested at a time.*):
 THE TYPICAL EXPERIENCE FOR A PARTICIPANT WILL INVOLVE SITTING IN A COMFORTABLE SETTING (E.G., THEIR HOME) WHILE THE ORAL HISTORY IS RECORDED. THIS WILL CONSIST OF A SERIES OF GENERAL QUESTIONS RELATED TO FAMILY HISTORY, PERSONAL EXPERIENCES, AND THE WAY HURRICANE SANDY HAS IMPACTED THEIR LIVES.

8. Participant’s Estimated Time Commitment:
 EACH PARTICIPANT WILL TYPICALLY BE INTERVIEWED ONCE, FOR BETWEEN 30 MINUTES AND 1.5 HOURS.

9. Setting for Data Collection (*e.g., school, hospital, clinic, home, lab, etc. Be specific.*):
 INTERVIEWS WILL BE CONDUCTED AT A SETTING OF THE INTERVIEWEE’S CHOICE (E.G., HOME, CAMPUS).

10. Timeline for the Study (*month and year; e.g., 9/10 – 5/11*):
 Expected Start Date: 12/12 Expected Completion Date: 12/13

11. Does this research involve the IRB approval of one or more participating institutions or organizations other than that of Monmouth University?

- No
 Yes (*Please append appropriate documentation to this application*)

Contact Person:
 Name(s): . Address: .
 Phone Number: . E-mail: .

12. Does this research involve the participation or sponsorship of an outside entity, agency or business?
 No
 Yes (Please include a signed agreement or memorandum of understanding about the arrangement and explain the nature of this relationship including the way the organization or business would use information from this research.)

F. INFORMED CONSENT/ASSENT PROCEDURES

1. Will this study seek consent from participants?
 Yes
 No
If consent will not be sought, please explain why and what procedure you will use to ensure the participant's understanding in order to guarantee his or her rights.
.
2. What type of document(s) will be used to obtain consent? (Please append a copy to this application)
 Signed consent form Parental Consent Form
 Letter of Consent Child Assent
 Other, please specify: ORAL HISTORY DEED OF GIFT FORM

G. MANIPULATIONS, MEASURES, AND QUALITATIVE DATA COLLECTION

1. Manipulation Information (*Will this study include a manipulation?*):
 No
 Yes
Please describe in detail the manipulation being used. (*Please append a copy of the relevant materials—what participants will see—to this application.*)
N/A
2. Measure Information (*What will participants be asked? Provide the name of any instrument(s) being used and a citation/reference:* (*Please append a copy of relevant materials—what participants will see—to this application.*)
N/A
3. Qualitative Data Information (*What will you ask participants? e.g., Focus group discussions, interview questions, field notes, list of discussion topics, any “starter” questions for each topic, etc.:*) (*Please append a copy of relevant materials —what participants will see—to this application.*)
PARTICIPANTS WILL BE ASKED STANDARD ORAL HISTORY QUESTIONS. THESE INCLUDE QUESTIONS ABOUT THEIR PERSONAL HISTORIES, INCLUDING PARENTS, SPOUSES, AND CHILDREN (IF APPLICABLE). ALSO, QUESTIONS ABOUT EDUCATION, JOB(S), AND OTHER PERTINENT PERSONAL RECOLLECTIONS WILL BE RECORDED. THEN, A SERIES OF QUESTIONS REGARDING HURRICANE SANDY WILL BE ASKED; DID YOU LOSE POWER, FOR HOW LONG, WERE YOU IN AN EVACUATION ZONE, DID YOU LEAVE, WAS YOUR HOME DAMAGED, DID YOU INTERACT WITH LOCAL OR FEDERAL AGENCIES, ETC. THE PARTICIPANTS WILL NOT RECEIVE A LIST OF THESE QUESTIONS SINCE DOING SO JEOPARDIZES THE FLOWING NARRATIVE STYLE SOUGHT BY ORAL HISTORIANS.
4. Feedback (*What information will be provided to participants concerning their test results?*):
EACH PARTICIPANT WILL BE GIVEN THE OPTION OF RECEIVING AND COMMENTING ON A TRANSCRIPTION OF THEIR INTERVIEW. THEY WILL NOT BE REQUIRED TO REVIEW THESE TRANSCRIPTIONS, BUT GIVEN THE OPPORTUNITY. THIS IS STANDARD PRACTICE FOR COMMUNITY-CENTERED ORAL HISTORY PROJECTS.

H. DATA COLLECTION AND CONFIDENTIALITY

1. Please indicate if you will use any/all of the following:
 N/A Audio recording Video recording Other, please specify: .

2. Is confidentiality promised to participants?

Yes

No

If no, please explain why retaining identifying information is necessary. Also explain who will have access to this information (e.g., a list that identifies participants and the assigned identification numbers):

The nature of oral histories is such that they become part of the public historical archive. The Deed of Gift form provided to participants details this aspect of the process. Informants who share sensitive information (deemed as such by the informant) will be given the option of having their identities withheld for a period of time. The PI will ensure anonymity through the use of identification numbers (or “anonymous”) and pseudonyms in public transcripts or excerpts used in documents, websites, and other publications. The key list connecting id numbers with informant identities will be kept in a separate location, and the audio recordings will be held from the public until the amount of time agreed upon by the informant has passed.

3. Will identification numbers be assigned to each participant and used on data collection forms to protect the participant(s) responses?

Yes If Yes, who will assign the identification numbers? .

No *If No, please explain* ORAL HISTORIES ARE TYPICALLY IDENTIFIED BY EACH INFORMANT’S NAME. IDENTIFICATION NUMBERS WILL ONLY BE USED IN EXTREME CASES (E.G., STUDENTS CRITIQUING INSTITUTIONAL RESPONSE).

4. Where, how, and for how long will the data from the study be stored? (*All research records must be stored for a minimum of three years. Describe how you will ultimately dispose of your records after this time. If you do not plan to destroy research records, please provide a justification and how you will ensure confidentiality*)

IDEALLY, ORIGINAL AUDIO RECORDINGS AND TRANSCRIPTS WILL BE STORED INDEFINITELY. THIS WILL BE ACCOMPLISHED BY DONATING THE MATERIALS TO THE MONMOUTH UNIVERSITY LIBRARY, AND BACK-UP COPIES DONATED TO THE UNIVERSITY OF FLORIDA’S SAMUEL PROCTOR ORAL HISTORY PROGRAM (SPOHP). SPOHP IS ONE OF THE OLDEST AND LARGEST ORAL HISTORY PROGRAMS IN THE UNITED STATES.

5. Will signed informed consent forms be kept separately from the data? Yes No

I. RISKS TO RESEARCH PARTICIPANTS

Risks can be either physical, psychological, legal, or social. No research has zero risk. Please describe even minor risks (e.g., potential embarrassment, anxiety, feeling left out, etc.) Include those aspects of the procedure that might cause unusual discomfort or inconvenience to the research participants, including the impact on their self-esteem or self-image.)

1. Potential Immediate Risks

NO IMMEDIATE PHYSICAL RISKS EXIST. INFORMANTS MAY FEEL DISTRESS OR ANXIETY WHEN RELATING TRAUMATIC EXPERIENCES DURING THE INTERVIEW PROCESS. .

2. Potential Long-Range Risks

NO LONG-TERM RISKS EXIST. INFORMANTS MAY FEEL DISTRESS OR ANXIETY WHEN REVIEWING THEIR INTERVIEW TRANSCRIPT OR LISTENING TO THE AUDIO RECORDING.

3. If there are immediate or long-term risks to the participant, how will you mitigate these risks?

AS PER ORAL HISTORY ASSOCIATION GUIDELINES, ALL INTERVIEWEES WILL BE INFORMED THAT THEY RETAIN THE RIGHT TO REVIEW AND EDIT THEIR INTERVIEW TRANSCRIPT BEFORE THE FINAL VERSION IS DEPOSITED AND, IF THEY WISH, TO PLACE RESTRICTIONS ON THE AVAILABILITY OF THE INTERVIEW. ALL INFORMANTS WILL HAVE ACCESS TO CONTACT INFORMATION – VIA A TARGETED LETTER OF CONSENT – FOR COUNSELING SERVICES SPECIFIC TO THEIR SITUATION (E.G., STUDENT COUNSELING CENTER, NJ DISASTER MENTAL HEALTH NUMBERS AND SERVICES).

J. BENEFITS TO RESEARCH PARTICIPANTS

1. Describe any benefits participants may receive as part of volunteering in your study.

ORAL HISTORIES ARE OFTEN SEEN AS THERAPEUTIC, ALLOWING PARTICIPANTS TO SHARE THEIR EXPERIENCES IN A SAFE AND COMFORTABLE ENVIRONMENT. THE KNOWLEDGE THAT THEIR EXPERIENCES BECOME PART OF THE HISTORICAL RECORD CAN PROVIDE INFORMANTS WITH A SENSE OF ACCOMPLISHMENT AND CONNECTEDNESS.

2. Will participants be compensated for their time?

No

Yes, please explain: .

K. DECEPTION

1. Will you be utilizing deception?

No (Please skip to section L.)

Yes

2. What is the nature of the deception involved? Will this be significant to participants? (If possible, please provide citations for published research that has used similar methods.)

N/A

3. Why is this deception necessary?

N/A

4. Deception Debriefing (Describe the procedure you will use to debrief your subjects regarding the deception. How will you explain the deception to participants?):

N/A

L. DEBRIEFING

1. Will you debrief participants?

Yes

No (Please consider that it may be advisable that subjects receive a full debriefing for educational purposes, to answer any questions, and/or to provide an additional opportunity for participants reveal if the study caused any feelings of discomfort.)

2. Debriefing Procedure (How will debriefing take place? When? Where? Individually or in groups?):

THE DEBRIEFING PROCEDURE WILL INCLUDE A SHORT, NON-RECORDED DISCUSSION BETWEEN INTERVIEWER AND INFORMANT. THE DEED OF GIFT FORM WILL BE SIGNED DURING THIS TIME AND INFORMANTS WILL BE TOLD THAT THEY HAVE THE OPTION OF REVIEWING THE INTERVIEW TRANSCRIPT. IF THE INFORMANT FEELS THAT THEY HAVE SHARED SENSITIVE INFORMATION, THEY CAN AMEND AND INITIAL THE DEED OF GIFT FORM TO SPECIFY A PERIOD OF TIME BEFORE THEIR IDENTITY WILL BE REVEALED. PARTICIPANTS WILL BE ABLE TO AMEND THEIR DEED OF GIFT FORMS AFTER REVIEWING THE RESULTING TRANSCRIPTION.

M. RESEARCHER RESPONSIBILITIES

As a researcher you have ultimate responsibility for the conduct of the study, the ethical performance of the project, the protection of the rights and welfare of human participants, and strict adherence to any stipulations imposed by the MU IRB. You must abide by the following principles when conducting your research:

1. Perform the project by qualified personnel according to the approved application.
2. Adhere to ethical codes and applicable policies and procedures of the University, the sponsoring agency, relevant professional organizations and cooperating institutions (if any).
3. Do not implement changes in the approved study or consent form without prior MU IRB approval by completing an Addendum Form (except in a life-threatening emergency, if necessary to safeguard the well-being of human subjects).
4. If written consent is required, obtain the legally effective written informed consent from human subjects or their legally responsible representative using only the currently approved MU IRB consent form. Store informed consents, and data in a secure place for a minimum of three (3) years.
5. Promptly report all undesirable and unintended, although not necessarily unexpected adverse reactions or events, that are the result of therapy or other intervention, within five (5) working days of occurrence. All fatal or life-threatening events or events requiring hospitalization must be reported to the MU IRB in writing within 48 hours after discovery.
6. Submit the Annual Review Form at least one year from date of Approval Notice to the Office of the IRB.
7. Retain required records for a minimum of three (3) years.



Signature of Principal Researcher

12/19/12

Date

Signature of Co-Researcher

Signature of Co-Researcher

Signature of Co-Researcher

Signature of Co-Researcher

MONMOUTH UNIVERSITY HURRICANE SANDY ORAL HISTORY PROJECT

SAMPLE LETTER/EMAIL REQUESTING AN INTERVIEW

[Monmouth University Letterhead]

[Date]

[Interviewee Name]

[Address]

Dear [Interviewee Name]:

My name is [interviewer name], and I am writing to invite you to participate in a new oral history research project to document the effects of Hurricane Sandy on Jersey Shore communities. In cooperation with [name and title of program director/foundational interviewee(s), if applicable], I have identified you as a potential interviewee based your [brief summary of individual experience] during and/or following Hurricane Sandy.

Interviews will be conducted at a time and place of your choice. The interviews will be recorded digitally and interviewees will be provided with paper copies of the final transcripts and, if desired, a CD of the audio recording. Transcripts and sound files will be made available online to researchers via Monmouth University Library. As per Oral History Association guidelines, all interviewees retain the right to review and edit their interview transcript before the final version is deposited and, if they wish, to place restrictions on the availability of the interview or to specify conditions under which it may be accessed by researchers.

I sincerely hope that you will consider participating in this important effort to document the ongoing effects of Hurricane Sandy in our area. I will be contacting you via telephone or email in the near future to confirm your interest in being interviewed. Please feel free to contact me as specified below with any questions.

Sincerely,

[signature]

[Name, title, and institution of the interviewer]

Email:

Mailing address:

Telephone:

MONMOUTH UNIVERSITY HURRICANE SANDY ORAL HISTORY PROJECT

SAMPLE SOCIAL MEDIA CALL FOR INTERVIEWS

Please consider participating in a new oral history research project to document the effects of Hurricane Sandy on Jersey Shore communities. This project will seek to understand the various experiences related to these events as revealed through personal testimony. No story is too small or too big, your story is important.

Interviews will be conducted at a time and place of the interviewee's choice. The interviews will be recorded digitally and interviewees will be provided with paper copies of the final transcripts and, if desired, a CD of the audio recording. Transcripts and sound files will be made available online via Monmouth University Library. All interviewees retain the right to review and edit their interview transcript before the final version is deposited and, if they wish, to place restrictions on the availability of the interview.

I sincerely hope that you will consider participating in this important effort to document the ongoing effects of Hurricane Sandy in our area. Please feel free to contact me as specified below to participate, or with any questions.

Sincerely,

[Name, title, and institution of the interviewer]

Email:

Mailing address:

Telephone:

LETTER OF CONSENT FOR:
Monmouth University Hurricane Sandy Oral History Project

Edward González-Tennant, 732-571-4458), egonzale@monmouth.edu

Dear [Interviewee],

You are invited to participate in a research study. The purpose of this research is to collect oral histories related to various experiences of Hurricane Sandy on Jersey Shore communities. The study involves no immediate benefits to you, but will provide an opportunity for your story to become part of the historical record.

The Monmouth University Institutional Review Board approved the study and its procedures. The study involves no foreseeable risks or harm to you. The procedure includes the recording of an oral history. This involves sitting down with an interviewer for approximately 30 minutes or more and respond to general questions. As an oral history, the majority of the recording will be your life story with special attention to Hurricane Sandy. The time and setting of the oral history will be determined by you. You will be asked to sign a Deed of Gift form, which relinquishes ownership of the interview so that it can be placed in a publically-available archive.

You are free to ask any questions about the study or about being a participant by calling me at 732-571-4458 or e-mail: egonzale@monmouth.edu. For Institutional Review Board (IRB) research questions, please contact Deborah Smith by phone at (732) 263-5726 or via e-mail at irb@monmouth.edu.

Your participation in this study is voluntary; you are under no obligation to participate. You may withdraw at any time. As per Oral History Association guidelines, you retain the right to review and edit your interview transcript before the final version is deposited and, if you wish, to place restrictions on the availability of your interview or to specify conditions under which it may be accessed by researchers.

I have read this informed letter and voluntarily consent to participate in this study.

If your participation in this oral history projects has caused you to feel uncomfortable in any way, or prompted you to consider personal matters about which you are concerned, we encourage you to take advantage of the confidential counseling services offered at Monmouth University. You can contact a counselor at 732-571-7517.

You may keep this letter for your records.

LETTER OF CONSENT FOR:
Monmouth University Hurricane Sandy Oral History Project

Edward González-Tennant, 732-571-4458), egonzale@monmouth.edu

Dear [Interviewee],

You are invited to participate in a research study. The purpose of this research is to collect oral histories related to various experiences of Hurricane Sandy on Jersey Shore communities. The study involves no immediate benefits to you, but will provide an opportunity for your story to become part of the historical record.

The Monmouth University Institutional Review Board approved the study and its procedures. The study involves no foreseeable risks or harm to you. The procedure includes the recording of an oral history. This involves sitting down with an interviewer for approximately 30 minutes or more and respond to general questions. As an oral history, the majority of the recording will be your life story with special attention to Hurricane Sandy. The time and setting of the oral history will be determined by you. You will be asked to sign a Deed of Gift form, which relinquishes ownership of the interview so that it can be placed in a publically-available archive.

You are free to ask any questions about the study or about being a participant by calling me at 732-571-4458 or e-mail: egonzale@monmouth.edu. For Institutional Review Board (IRB) research questions, please contact Deborah Smith by phone at (732) 263-5726 or via e-mail at irb@monmouth.edu.

Your participation in this study is voluntary; you are under no obligation to participate. You may withdraw at any time. As per Oral History Association guidelines, you retain the right to review and edit your interview transcript before the final version is deposited and, if you wish, to place restrictions on the availability of your interview or to specify conditions under which it may be accessed by researchers.

I have read this informed letter and voluntarily consent to participate in this study.

If your participation in this oral history projects has caused you to feel uncomfortable in any way, or prompted you to consider personal matters about which you are concerned, we encourage you to take advantage of the toll free NJ Disaster Mental Health hotline at 211 or 1-877-294-HELP (4357).

You may keep this letter for your records.



Department of History and Anthropology
400 Cedar Ave
West Long Branch, NJ 07764

Phone: 732-571-3440
Fax: 732-571-5320

DEED OF GIFT

Department of History and Anthropology, Monmouth University

I, _____(interviewee/interviewer), herein permanently give, convey, and assign my oral history interview to the Department of History and Anthropology at Monmouth University, which is currently in possession of my interview. In so doing, I understand that my interview (or oral memoir) will be made available to researchers and may be quoted from, published or broadcast in any medium that the Department of History and Anthropology (its students and faculty) at Monmouth University shall deem appropriate.

In making this gift, I fully understand that I am conveying all legal title and literary property rights which I have or may be deemed to have in my interview as well as my rights, title and interest in any copyright which may be secured under the law now or later in force and effect in the United States of America. My conveyance of copyright encompasses the exclusive rights of: reproduction, distribution, preparation and derivative works, public performance, public display as well as all renewals and extensions.

_____	_____
Interviewee	Date
_____	_____
Interviewer	Date
_____	_____
History and Anthropology Representative	Date

Interviewee: Address, City, State, Zip Code

MONMOUTH UNIVERSITY HURRICANE SANDY ORAL HISTORY PROJECT

LIST OF SAMPLE QUESTIONS

The following questions represent types of inquiries, not necessarily actual questions to be posed to interviewees. The goal of an oral history is not a structured interview, but a coherent and natural life history. Therefore, the following topics will be discussed, even if the following questions are not read verbatim. This list will not be shown to interviewees. An oral history is not a dialogue; it is about the interviewee's experiences.

Please tell me your name and birthdate. Can you tell me about your childhood, where you grew up and the like?

Where did you grow up? What was it like? Do you live there now? If not, where do you live now? How long have you lived in _____?

What was it like when you first moved here?

What do you do for a living? Did you attend school, college?

What was your experience of Hurricane Sandy?

Did you lose power due to Hurricane Sandy? If so, for how long?

Did you also lose power due to Winter Storm Athena? If so, for how long?

In your opinion, how prepared was New Jersey for these storms?

Was the post-storm response adequate?

Have you recovered from the storms? If not, how long do you think it will take to fully recover?

Is there anything you wanted to talk about that we didn't get to?

Is there anything we didn't talk about that you would like to add?



Certificate of Completion

The National Institutes of Health (NIH) Office of Extramural Research certifies that **Edward Gonzalez-Tennant** successfully completed the NIH Web-based training course "Protecting Human Research Participants".

Date of completion: 11/19/2012

Certification Number: 1049396