

MAXQDA GRANTS 2017/2018

#ResearchforChange

APPLICATION DEADLINE: NOVEMBER 15TH 2017

Eligibility Requirements

- The applicant must currently be a **student or PhD candidate** enrolled at a higher learning institution (college, university, trade school, etc.).
- The applicant must be conducting, or be about to conduct, qualitative or mixed methods field work in the **Global South**.
- The applicant will be using **MAXQDA software to analyze their research data**.

No previous MAXQDA experience necessary.

Students with disabilities are encouraged to apply.

#ResearchforChange Grant - \$1,200 total value

\$800.00 cash

research mobility scholarship (converted into the currency of your home banking institution) to be received before the researcher's fieldwork commences.

1 full MAXQDA Analytics Pro Student license

(or upgrade for MAXQDA users) for 12 months with two installations of the latest version of MAXQDA (\$109.00 value). Fully compatible with Windows and Mac.

2 online training sessions

conducted by professional MAXQDA trainers (max. \$300.00 value).

Full technical support

from VERBI Software.

Exposure & Publicity

The grant recipient and their research will be featured on the VERBI Software website and social media (including academic articles written in post).

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Grant Conditions

If a grant is awarded to you for the purpose stated in your application, you will be subject to the following conditions:

1. If chosen, the grant recipient must agree to conduct themselves in a professional and ethical manner during the entirety of the research process.
2. If chosen, the grant recipient will submit a minimum of three “field work diary” entries (500-700 words each, in English) to VERBI Software.
 - a. Research diary entries will be submitted to VERBI Software at the beginning, middle, and end of the research process and can cover any topic related to the research project and the (planned) use of MAXQDA.
 - b. Each research diary entry will be accompanied by a minimum of 5 quality pictures for illustration (MAXQDA screenshots welcome) and need to have full permission for VERBI Software to publish these materials on any platform.

Please note: VERBI Software may thus use the grant recipient’s name, description of the research project, and submitted photos on VERBI’s online and offline marketing material.

3. If the grant recipient is in violation of the above conditions or the research project is ended before completion, VERBI Software reserves the right to terminate the contract and recall all grant funds. These funds must then be repaid within THREE MONTHS of being notified of the contract termination.

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Any entries submitted after the application deadline will not be accepted.

Application Documents to be Submitted (IN ENGLISH)

Please send in your application and all accompanying files (preferably as one combined) PDF document to **grants@maxqda.com** before November 15th, 2017.

- ☐ **Personal Information Form** (2 pages - found at the end of this document)
- ☐ **Professional/Academic Resume/CV** including **1 high quality picture** (with permission to publish).
- ☐ **Copy of passport** as proof of identity (this will NOT be published).
- ☐ **Letter of Motivation** (ca. 500 words) about who you are and what "Research for Change" means to you.
- ☐ **Research Proposal** (ca. 500 words) outlining your research methods, your proposed research analysis methodology, and a description how you will use MAXQDA for your data analysis. This proposal must also address ethical considerations (interview consent forms, anonymization of participant data, etc). If you have been through an ethical review process at your home university already, please send us the confirmation/certificate or have your supervisor confirm.
- ☐ **At least 1 Letter of Recommendation** from a professor, research supervisor, academic mentor, or program coordinator (including contact information, signature, and date signed).
- ☐ **Proof of current or up-coming field work abroad** (correspondence with the host-institution, interview confirmation e-mails, or internship contract, etc.)

Are you applying for or currently receiving any scholarships/grants? If so, please list them below:

Selection Criteria

- The relevance and applicability of the theme „Research for Change“ described in the **letter of motivation**.
- Originality and creativity of the **research proposal**.
- A well-defined **research question**.
- Description of the **research methods** in the field and **analysis methodology** using MAXQDA.
- Content of the **letter(s) of recommendation** submitted.

Location of the researcher's home institution and the researcher's personal characteristics (such as age, gender, nationality, or ethnicity) will NOT affect the selection process.

Students conducting South-South research are encouraged to apply.

Application: Personal Information - 1 - (please print)

Please send in your application and all accompanying files (preferably as one combined) PDF document to **grants@maxqda.com** before November 15th, 2017.

Full Name: _____

Birthdate and location of birth: _____

Citizenship(s): _____

Address: _____

Mailing Address (if different from physical address):

Telephone (with country code and area code): _____

E-Mail Address: _____

Name of Academic Institution: _____

Program of Study (Major): _____

Second Program of Study, if applicable (Minor): _____

Degree Seeking (B.A./M.A./PhD, etc): _____

Enrolled Since (date): _____ Current Semester (#): _____

Field Work Begin Date: _____ Research Due Date: _____

Expected date of graduation (month/year): _____

Application: Personal Information - 2 -

Signature of Applicant

By signing this document, I hereby declare that **I have read and accept the conditions** of this grant and that all of the information submitted is true to the best of my knowledge. I also hereby accept, that **any falsehoods submitted will result in ineligibility** and that all monies received will have to be repaid within THIRTY DAYS of being informed of contract cancellation. I also agree that any personal or academic references listed anywhere throughout the application may be contacted and asked to verify key information.

Date: _____ PRINTED NAME: _____

Signature: _____

Signature of Research Supervisor or Academic Mentor

By signing this document, I hereby declare that all of the information submitted is true to the best of my knowledge. I hereby confirm, that the applicant is my student or mentee and I verify that the purpose of their research is based on the fulfillment of the academic requirements of the higher education institution by which I am employed. I also agree to act as a reference for the applicant and acknowledge that I may be contacted to verify key information.

Date: _____ PRINTED NAME: _____

Name of Academic Institution: _____

Academic/Professional Title: _____

Department: _____

E-Mail: _____ Phone: _____

Signature: _____