

MAXQDA RESEARCH GRANTS 2018

#ResearchforChange Grant

APPLICATION DEADLINE: June 1st 2018

Eligibility Requirements







- The applicant must currently be an **undergraduate, postgraduate, or PhD - student/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 fieldwork based on **community-engagement**.
- The fieldwork will begin by **September 30th, 2018**.
- The applicant will be using **MAXQDA software to analyze their research data**.

No previous MAXQDA experience necessary.

Students with disabilities are encouraged to apply.

VERBI Software GmbH employees, Professional MAXQDA Trainers, and previous MAXQDA Research Grant recipients are not eligible to apply.

#ResearchforChange Grant - \$1,300 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).
-  **MAXQDA International Conference (MQIC)**
admission fee will be waived for recipients who choose to attend the next MAXQDA conference in Berlin, Germany (approx. \$120.00 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.

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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 recipients 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 "fieldwork diary" entries** (750 – 1,500 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. **The first fieldwork diary entry is to be submitted no later than October 31st, 2018.**
 - 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/rights for VERBI Software to publish these materials on any platform.
- Please note: VERBI Software GmbH 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 the recipient being notified of the contract termination.
 4. Limited liability:
 - a. VERBI Software – Consult – Sozialforschung GmbH does not accept any liability for theft, accidents or other damages to the participants or their property during the grant relationship, including any time in their research process/fieldwork.
 - b. VERBI Software – Consult – Sozialforschung GmbH does not accept any liability during participants' trip to their fieldwork location.

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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 as ONE combined PDF document titled "NAME_ResearchforChange_Application_DATE" to grants@maxqda.com

- Personal Information Form** (this page + 2 pages - found at the end of this document),
- Professional/Academic Resume/CV** including 1 high quality picture of you,
- Proof of Identity** - copy of passport or other official ID (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 (incl. how you will engage the community you are studying in/with), your proposed research analysis methodology (incl. your theoretical/conceptual framework), and a description of 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). Please have the LoR sent directly to you and submit it with your application,
- Proof of current or up-coming fieldwork** (confirmation by the supervisor, correspondence with the host-institution, interview confirmation e-mails, internship contract, etc.).

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

How did you hear about this grant? Please list the source(s) 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.

Application: Personal Information - 1 - (please print)

Please send in your application and all accompanying files as ONE combined PDF document titled "NAME_ResearchforChange_Application_DATE" to grants@maxqda.com

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 (MM/YY): _____

Current semester number: _____ Fieldwork begins (MM/YY): _____

Research due (MM/YY): _____ Expected graduation date (MM/YY): _____

(Working) Title of research project/thesis/dissertation:

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 agree that any personal or academic references listed anywhere throughout the application may be contacted and asked to verify key information.

I hereby give VERBI Software GmbH permission to publish and reproduce any images submitted with this application.

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: _____

Academic/Professional Title: _____

Name of Academic Institution: _____

Department: _____

E-Mail: _____ Phone: _____

Signature: _____

Incomplete applications and applications received after 12:00 MIDNIGHT on June 1st, 2018
will not be accepted or considered.