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**CURA Community-Based Research Programs**

**Application Form**

NOTE: Please type answers to the following questions on this form. We prefer applications to be no more than five pages long (not including cover) and to be submitted as an e-mail attachment to curacbr@umn.edu.



Organization Name:

Street Address:

City: State: Zip:

Main Phone:

Which of the following best describes your organization:

\_\_ Neighborhood organization

\_\_ Nonprofit organization

\_\_ Government agency

\_\_ Other (please specify)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What other CURA programs is the organization connected to?

\_\_ Neighborhoods Now

\_\_ Community Geographic Information Systems (CGIS)

\_\_ Neighborhood Partnership Initiative (NPI)

\_\_ Artist Neighborhood Partnership Initiative (ANPI)

\_\_ Community Visualization

\_\_ Resilient Communities Partnership

\_\_ Hennepin University Partnership

\_\_ Other (please specify)

Primary Contact Person:

Phone: E-mail:

Project Supervisor (person who will directly supervise the student):

Phone: E-mail:

1. **Title of the project:**
2. **In 50 words or less describe the research project:**
3. **Organizational Questions** *(Please answer the following questions in 100 words or less)*
	1. *What is the mission or purpose of your organization?*
	2. *What does your organization do to address racial equity in Minnesota?*
4. **Project Background** *(Please answer the following questions in 150 words or less)*
	1. *What is the issue/challenge/opportunity the project seeks to address?*
5. *What are the immediate goals and outcomes of the project?*
6. *How will this semester-long research project support the broader efforts of your organization in the long-term?*
7. *What would a successful project completion look like for this project with your organization?*
8. *Who are the key people that will be involved in this research? What are their backgrounds and roles in the research project? And approximately how many hours a week will they be willing and able to support the student?*
9. **Research Project Questions** *(Please answer the following questions in 150 words or less)*
	1. *What do you want to know? What is your specific research question?*
	2. *What information/data will you need to address the research question(s)?*
	3. *Does the information/data already exist?*
		1. *If yes, where? What format is the information/data in and do you have access to it?*
		2. *If no, do you know where and how the student could access that information?*
	4. *What are your proposed research methods? Or how do you anticipate the student to collect the information/data?*
		1. *Will the student be expected to conduct interviews, focus groups or surveys with people?[[1]](#footnote-1)*

 *\_\_ YES*

 *\_\_ NO*

* 1. *Please describe the final research product(s) (some previous examples include: short video, brief podcast, written report, slide deck presentation, etc.).*
		1. *Who is the intended audience of the final research product?*
		2. *How will the final research product achieve your organization’s mission ?*
		3. *Who benefits from this final research product and how do they benefit from it?*
1. **Duties and Responsibilities[[2]](#footnote-2)** *(Please answer the following questions in 150 words or less)*
	1. *Task list.  What 4-7 separate tasks will need to be completed to yield the final research product your organization wants?*
	2. *Task Assignment.  For each task, what duties and responsibilities do you expect the student to complete?  What will be completed by the supervisor?*
2. **What specific skills, experience, and qualifications will be required of the student?** *(Please answer in 150 words or less)*
3. **Organizational Support** *(Please answer the following questions in 100 words or less)*
	1. *What material support (e.g. desk, telephone, access to a computer, access to a copy machine, etc.) can your organization provide for the research assistant?*
	2. *What financial support (i.e., contributions toward the cost of student wages, funds for travel or other expenses, etc.) can your organization provide for this project?*
	3. *What additional support will be required for this project that your organization cannot provide, and how might it be obtained?*

Submit applications as an e-mail attachment to: curacbr@umn.edu

1. If your organization's proposed research involves people, or human subjects, it will be required that your student works with staff at CURA to submit an Institutional Review Board (IRB) application. For more information about the IRB, please visit the following link: https://research.umn.edu/units/irb [↑](#footnote-ref-1)
2. You will have a limited amount of time to complete the project: 195 student hours in the spring and fall semesters, and 260 hours over the summer.    [↑](#footnote-ref-2)