



Community Organizations

FELLOWSHIP PROGRAM DETAILS

2023 Update

HOST SITE RESPONSIBILITIES

Community organizations should be prepared to host a research fellow for 10 hours a week during the academic year (30 weeks in total between September – May). Each month, about three hours of the fellow's time will be spent off-site at DIP-run workshops and peer group meetings. Host sites are expected to oversee the student's time and manage their work to ensure project milestones and deliverables are met. In considering hosting a fellow, it is important that community organizations plan for additional staff time to manage, support, and supervise a fellow.

ELIGIBILITY

Organizations must be based in Maine to receive a fellow. Organizations must be mission-driven, but don't have to be not-for-profit.

APPLICATION AND SCOPE OF WORK

In the online application, you will be prompted to submit a proposal for the work you would like a fellow to complete and/or support. To ensure a successful placement, it is imperative interested community organizations compile a clear and detailed project proposal (Use these [PROPOSAL GUIDELINES](#) to help). The proposed project should focus primarily on applied research and evaluation work that is appropriate for a graduate student.

This can include but is not limited to:

- Collecting data (e.g. design and conduct a survey, conduct focus groups or interviews)
- Compiling and analyzing data (surveys, interviews/focus groups, database metrics, population-level data like the Census)
- Designing logic models or other evaluation materials
- Drafting a program monitoring plan
- Conducting literature reviews
- Data entry and cleaning

Examples of successful projects include:

- Evaluation plan and data collection systems improvement for a Police Assisted Addiction and Recovery Program.
- Analysis of existing program surveys and the redevelopment of the survey tools to better align with the programs' needs and outcomes.
- Facilitation of aligned performance measurement across multiple programs and data dashboards to support continuous quality improvement and external reporting.

- A data development plan to better understand the racial disparities of Native youth in the foster care system.
- Primary research on the relationship between client supports and number of episodes of care at a community detoxification program.
- Analysis of data from a help desk ticket management system to understand the needs of multilingual learners and their families accessing interpretation support.

SELECTION CRITERIA

Host sites will be selected based on:

- Site's organizational capacity to support and supervise a fellow.
- Well-defined and articulated scope of work and job description that is in line with the objectives and focus of the fellowship program.
- The extent to which the site has a clear plan for offering support and supervision to the fellow, either virtually or in-person.
- The extent to which the proposed work matches a selected graduate student's skills and interests is also considered in the selection process.