



Data Innovation Project *Applied Research Fellowship*

Organization Application 2024-2025

This application is for community organizations that wish to host a Data Innovation Project Applied Research Fellow for the 2024-2025 academic year. To learn more about the program visit the Data Innovation Project [website](#).

For the 2024-2025 academic year, the DIP will be selecting **up to five fully subsidized** Applied Research Fellows to work with local community organizations. This year, the fellowships program will follow a hybrid model; while some DIP-led trainings and meetings may be held in-person, selected organizations can help to determine the best format for their fellows.

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 2024 – May 2025). 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.

Scope of Work

To ensure a successful placement, interested community organizations must compile a clear and detailed project proposal using this [PROPOSAL TEMPLATE](#). 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

Selection Criteria

Host sites will be selected based on:

- Site's organizational capacity to support and supervise a fellow.

- A well-defined and articulated scope of work, with clear project goals and deliverables that are in line with the objectives 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.

Deadline

The deadline to apply for a 2024-2025 Applied Research Fellow is **Friday, June 7, 2024**. Final decisions and notifications to selected organizations are expected mid-July.

Instructions

To apply, please:

- Complete the following application and upload your [project proposal](#) at the end of this form.

If you have any questions about the application, the process, or the Applied Research Fellowship in general, please contact Elora Way at elora.way@maine.edu.

Incomplete applications will be not considered.

Thank you for your interest in the program!

Organization name

Name of contact person

E-mail of contact person

Organization information

Address

City/Town

State

Zip/Postal code

Phone number

Organization website

What is your organization's mission and/or vision?

Please provide a brief description of the type of work your organization does.

Does your organization have a strategic plan?

- Yes, and we like it!
- Yes, but we don't use it/don't like it.
- No
- I'm not sure.

Does your organization or program have a theory of change and/or logic model?

- Yes, and we like it!
- Yes, but we don't use it/don't like it.
- No
- I'm not sure.

Please upload your Applied Research Fellowship Project Proposal, created using the Proposal Template found [here](#).

Please explain how you plan to support and supervise a Fellow. Please include who their supervisor will be and how much time they will have dedicated to supervision.

How did you hear about the Fellowship program?

- Search engine
- Data Innovation Project (DIP) website
- DIP newsletter
- MANP newsletter
- MPC newsletter
- Facebook
- Friend/colleague
- Word of mouth
- Other, please write in:

Does your organization identify as BIPOC-led or BIPOC-serving?
(BIPOC is short for Black, Indigenous, and people of color)

- Yes
- No
- Prefer to explain:

This is the end of the application form. Please use the button below to submit your entry.

If you are not ready to submit, simply exit this page. When you are ready to complete your application, use the [link/URL on our website](#) to come back to where you left off.

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