

# PMI EDUCATIONAL FOUNDATION DOCTORAL RESEARCH GRANT PROGRAM 2010 ELIGIBILITY CRITERIA AND EVALUATION PROCESS

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## HOW TO SUBMIT

Proposals must be submitted electronically via email to Andrew Stitt, PMIEF Associate, at [pmief@pmi.org](mailto:pmief@pmi.org)

## ELIGIBILITY

- Doctoral Students attending an accredited college/university are eligible for PMI Educational Foundation Doctoral Research Grant funding. Independent consultants or consulting firms and other for-profit enterprises are ineligible. No grants are made directly to individuals. Candidates must provide the name of the college/university's accrediting body.
- Part-time and full-time doctoral students are encouraged to apply.
- Grants will be given twice a year. All proposals will be evaluated using a formal review process before the final selections are made.
- Research must be completed within two years of receipt of the grant.
- Applicants are subject to checked against the Specially Designated Nationals List of the United States Department of the Treasury's Office of Foreign Assets Control: <http://www.ustreas.gov/offices/enforcement/ofac/sdn/index.shtml>
- Proposed research must advance academic knowledge and have implications for practice.
- Historical research will not be considered.
- Non-doctoral researchers are not eligible to apply for a PMI Educational Foundation doctoral research grant. However, these researchers may be eligible to apply for the PMI Sponsored Research Program Grant, administered by the PMI Academic Resources Department. See <http://www.pmi.org/Resources/Pages/Submit-Sponsored-Research-Proposal.aspx> for more information. However, students who receive a PMI Sponsored Research Grant are ineligible to receive a PMIEF Doctoral Research Grant Program Award on the same topic in the same year.

## FUNDING GUIDELINES

- Candidates are eligible for an award up to US\$23,750.
- The Grant will be awarded to and administered by the college or university at which the student is enrolled.
- Grants are to support doctoral thesis research. These grants are not a scholarship to be used for tuition and are not a stipend to be used for living expenses.
- Grant money may not be used for university overhead.
- Candidates must confirm in writing that additional sources of funding exist to enable the completion of the research or that the PMIEF Doctoral Research Grant is sufficient to complete the research.
- Grant awardees will sign an agreement committing to fulfill the research before the grant money can be released.
- The grants/contract administrator cannot be the research advisor.
- Projects that include a co-investigator are not eligible.
- Projects that request retrospective funding are not eligible.

## REQUIRED FORMS AND DOCUMENTATION

- **DOCTORAL RESEARCH GRANT PROPOSAL COVER SHEET**

- A completed coversheet must accompany the proposal. The coversheet template can be downloaded at <http://www.pmi.org/pmief/scholarship/doctoral-research-proposal-coversheet.pdf>
  - All fields must be completed (not counted as part of the 7-page proposal limit).
- **A statement on how the funding will enhance the proposed research in ways that may not have been possible otherwise and how that enhancement will influence the field of project, program, and/or portfolio management.**
- **PROPOSAL BODY:**
    - Statement of Research Question
    - Specific Aims of Research Project
    - Motivation? Explain the importance of the topic to academics, practitioners and the researchers themselves? What was the problem in need of research?
    - Brief Literature Summary
    - Theoretical Perspectives or academic discipline from which the researcher will be approaching the study.
    - A statement of the managerial problem that is being investigated and how the research will increase knowledge in the field
    - Research Design and General Methodological Approach
    - Preliminary Analysis Plan
    - Schedule of Activities
    - Stage of Research: Please indicate your current state of progress in your doctoral project.
    - Estimated Completion Date
    - Research must have a clear, specific, and delineated methodology. Preference will be given to research methodologies that do not rely strictly on surveys.
    - Candidates should submit **up to a 7-page proposal**, prepared according to the Submission Guidelines specifications.
- **BUDGET** (not counted as part of 7-page limit).
  - **BIBLIOGRAPHY/WORK CITED** (not counted as part of 7-page limit).
  - **APPENDIX** (not counted as part of the 7-page limit)
    - Curriculum vitae for the student investigator.
  - A letter of approval from the thesis supervisor must be submitted with the proposal and coversheet. This letter should describe the thesis supervisor's role in the thesis project and the supervisor's review and approval of the proposed doctoral research project, and state whether it is a freestanding project or part of a larger proposed or ongoing research investigation.

## **FORMAT**

Proposals that do not conform to the formatting guidelines will not be reviewed and will be returned to the author.

- Fonts; must be 12 point Arial or Times New Roman font type.
- Margins; must be a minimum of one inch on all sides of the page.
- Spacing; acceptable papers should be single-spaced.
- All pages must be numbered in lower right corner
- The proposal title must be included in the document header and must include: the proposal title, the university/affiliation, and the principle investigators name. For example, "**Project**

***Management and Virtual Communities, Bill Smith, PhD, PMP - George Washington University***

**REVIEW PROCESS**

Proposals are reviewed by a well-qualified team of volunteers in academia as well as staff based on a set of criteria that include:

- Research question(s) and its significance to the field of project, program, and/or portfolio management
- The methodological approach and its relevance to the research question
- Experience and qualifications of the project team to execute the research
- Adequacy of Financial Resources

**FUNDING DECISIONS**

Final funding decisions are made in early-September and applicants are informed of their status in mid-September. Grantees will receive a Project Implementation and Reporting Package with the announcement of the award.

**RESEARCH AGREEMENT**

- Research Agreement is mailed to the grantee in early October of 2010.
- Parties of the Agreement are PMIEF and the university with which the doctoral student is enrolled. No grants are made directly to individuals.
- All project funding begins upon the PMI Educational Foundation's receipt of the signed research agreement.

**DELIVERABLE**

The major deliverable is a research manuscript suitable for publication as a PMIEF paper, formatted according to the PMI Manuscript Guidelines, which are provided at the time of grant award.

In addition, the following items must accompany the final report:

- A 600 word abstract
- A 3-5 page Executive Summary which includes the project findings.

**\*\*\*Please note that the PMI Educational Foundation reserves the right not publish a paper on the PMI Educational Foundation website or in any PMI publications.**