



## **Scholarship Selection Review Process**

### **Process and Timeline**

The Future Institute Research Center will accept and review scholarship applications two times per year, once in the fall and once in the spring. The application deadline in the fall will be November 3, midnight and awards will be made by November 30. The application deadline in the spring will be March 1 and awards will be made by April 30. Applications will be evaluated on the following criteria: research purpose, objectives, and/or specific aims, methods, a description of the use of funds and overall clarity/style.

Applications should be submitted to Mr. Cengiz Karatas, [karatas@conceptschoools.org](mailto:karatas@conceptschoools.org). Questions should be addressed to Dr. Lynda Leavitt, [lleavitt@lindenwood.edu](mailto:lleavitt@lindenwood.edu). Five \$1,000 scholarships will be awarded during this application cycle.

Research Fellows from the Future Institute will review the applications. The Fellows will meet to discuss the applications after first reviewing the applications on their own. For each application a Research Fellow will be assigned as the “primary reviewer”. During the meeting the primary reviewer will be responsible for presenting the merits of the assigned application(s).

All students awarded a Future Institute Research Center scholarship will be notified by email at the email address listed on the scholarship application. Each notification will include mandatory dates and specific criteria to be included in the researcher’s submission of study updates.

All students who receive a scholarship will be designated as Future Institute Associate Research Fellows and will provide a picture and biography with a summary of the study to be placed on the Future Institute Research Center website.

### **What Is Expected of Scholarship Recipients?**

Scholarship recipients are expected to provide an update on their research projects twice a semester; mid-term and end of semester until data collection is completed. The updates serve two purposes. First, they are an opportunity for the Future Institute Research Center to learn how supported projects are progressing. Second, the updates are an opportunity for the students to gain feedback on their projects from the Future Institute Research Center Fellows. A data analysis report will be due within 60 days of completed data collection and analysis.

**How Can Scholarship Funds Be Used?**

The scholarship is intended to directly support research activities. The funds can be used for expenses related to carrying out the research projects (e.g. cost of purchasing instruments, small incentives for participants, qualitative data transcription, etc.). Funds can also be used for the cost of disseminating research findings such as the cost of registering for a conference and/or travel to a conference.