

## External Research Request

### External Research Request

EWISD recognizes the value of high-quality research for improving the teaching and learning process. However, the District has legal and moral obligations that require oversight of research activities conducted with district resources (such as data, facilities, employee time, and access to students).

These obligations include:



privacy

Protecting the educational process from unwarranted distractions and interruptions

Protecting public resources, including data, from misappropriation for private or unjustified use

Research should be designed to answer well-formed research questions of educational

and concealment of personal identities. **Cost of data extracts are \$85.00 per hour.**  
Approval of proposal will include a time estimate and dollar amount.

Before continuing, you may download a .pdf of the entire **Req  
pplication** and review the questions.

If you exit the application prior to completing and submitting it, your responses will be saved for one month, during which time you may return on this same device and complete the application. After one month, your incomplete application will no longer be available.

Only completed applications will be reviewed.

**Do you wish to proceed with your application to conduct research in Fort Worth  
ISD?**

Yes

No

The following sections are **required in every proposal** and should be answered fully, but concisely and thoughtfully.

**Title of Project**

**Contact Information**

**Researcher Information**

Title

  
  

University Affiliation or Organization

Street Address

City

State

Zip Code

Yes

No

Are you a graduate student?

Please fill in the information for your Thesis Advisor or Principal Investigator

Name of Thesis Advisor

E-mail for Thesis Advisor

Phone Number of These Advisor

**Project Dates**

Project Start Date (mm/dd/yyyy)

Anticipated Project End Date (mm/dd/yyyy)

## Statement of Purpose

State clearly what you intend to accomplish with this research. your **Statement of**

### Target Population, Methods, Analysis

Areas targeted by the research:

- District Administration
- Specific Department
- Elementary School
- Middle School

- High School
- Alternative School
- Other

Describe the methods (quantitative, qualitative, mixed-methods, etc.) that you will use and why they are appropriate for your research questions and your targeted sample. Include a timeline if appropriate.

Describe your anticipated analysis plan, including specific information regarding your treatment of the data, statistical or otherwise.

[Redacted text]

Yes

No

Existing Data Request

19/14/2014 research was existing FWISD data?  
[Redacted text]

[Redacted text]

noted in the introduction, substantial time and effort may be required by district

[Redacted text]

Yes

No

## Sample

Indicate the number of EW/SD participants by associated grade level. Use the Non

Grade Level	EW/SD Participants	Non
Elementary		
Middle		
High School		
Campus Personnel		

Campus Personnel column if targeted adults are not associated with an elementary, middle, or high school campus.

Example: 50 4th grade elementary math students and 4 teachers

Grade Level	EW/SD Participants	Non
Elementary		
Middle		
High School		
Campus Personnel		

Please upload a copy of any/all consent forms. Consent forms are required for any participants. If students are asked to participate, a parental consent form as well as a student assent form are required.

### Instrument Selection

Will you use any of the following to collect data from participants in FWISD? Select all that apply.

- Interviews/Focus Groups
- Observations
- Surveys
- Other
- I will not use any of these

Estimate the amount of time the research project will require of each type of participant. List the time units in total and/or decimal parts of an hour. (e.g. 1.5 hours, **not** 1 1/2 hours or 90 minutes).

	Interviews/Focus Groups	Observations	Surveys	Other Method	#Conjoint, Total#
Parents		0			0
Principals	0		0	0	
Students	0	0	0	0	
Teachers	0		0	0	0
Others		0	0	0	0

### Focus Group/Interview Questions



Please UPLOAD any/all interview/focus group questions to be used in conducting your research in FWISD.

### **Observation Rubric Upload**

Please UPLOAD any/all observation rubrics and/or protocols to be used in conducting your research in FWISD.

### **Survey Upload**



Please discuss any direct benefits of your research to FWISD and how your findings will be shared with any schools or groups associated with the research.

### IRB Approval or Exemption Letter

Before research may begin in FWISD, one of the following must be submitted to the Committee on External Research Review:

- In the case of research subject to review by the Institutional Review Board (IRB), the researcher must submit a copy of the IRB submission and approval.
- In the case of research exempt from IRB review, the researcher must submit

documentation from the institution clearly delineating reasons for such an exemption.

In the case of research not affiliated with any institution subject to IRB requirements, the research must include persuasive evidence that the researcher has carefully considered the potential risk to human subjects, especially students and families, and has ensured the appropriate protections in the research design.

Please UPLOAD a copy of your IRB submission and approval.

### IRB Exemption Upload

Please UPLOAD a copy of your IRB exemption documentation.

### Non IRB Research Upload

Please UPLOAD a copy of your evidence that precludes you from meeting the IRB

### Burden on Research Subjects

It is in the District's interest to minimize the human costs of research. Therefore, before the district approves research to be conducted, an explanation of the expected burden on

## Confidentiality

Please UPLOAD a signed and dated copy of the Fort Worth ISD Confidentiality Agreement which ensures compliance with state law and the Family Educational Rights

[Redacted content]

