

BERC'S MISSION *is to conduct and disseminate rigorous long- and short-term strategic data analysis and research for the benefit of the children and families of Baltimore City. BERC research projects address questions of critical importance to research and practice so that school system leaders, partners, and other stakeholders will then be well positioned to use findings to move conversations forward, design strategic and practical responses to challenges that may be highlighted by the research, advocate for resources and capitalize upon promising practices or levers for positive change identified by the research. BERC has developed its data archive for the sole purpose of supporting research and analyses that allows it to execute its mission. BERC does not grant access to the data archive nor does it approve research for any other purpose.*

Project Title:

Principal Investigator: <NAME, TITLE, INSTITUTION>

City Schools Sponsor: <NAME, TITLE, OFFICE>

Date:

Project Overview:

Provide a succinct, but complete, overview that describes the purpose, rationale and goals of the proposed project. Specifically address the relevance/importance/usefulness of this work to City Schools and the Sponsor's office as well as alignment of the proposed research to BERC's mission.

Research Questions

Provide the specific research questions that will be pursued by the proposed project.

Analytic Approach

Provide a complete description of the analytic approach or method that will be utilized by the project to address the research questions. Include in the description information on the study population/sample that will be the focus of the proposed research.

Limitations:

Describe the anticipated limitations of the proposed research project

Potential Significance/Use of Findings:

Describe the anticipated significance and/or use of findings from the proposed research project for both research and practice.

Project Roles and Responsibilities:

Describe the roles and responsibilities of **all** research team members who will work on the proposed research project. Include names, titles and institutions of co-investigators as well as any research assistants.

Project Timeline:

Provide a prospective timeline of key for the project including a clear statement about when the project will be expected to conclude.

The City Schools' Sponsor and Principal Investigator certify that they have discussed the project to sufficient detail and agree that the proposed project is aligned with the mission of BERC and has potential to inform practice in Baltimore City Public Schools.

City Schools Sponsor:

Date:

Principal Investigator:

Date:

Research Board Review Approval

The proposed project was approved by the research board on [DATE]. The following institutional leads were in attendance:

- Name, Institution
- Name, Institution
- Name, Institution
- Name, Institution

Co-Chair:

Date:

Co-Chair:

Date:

Co-Chair:

Date: