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National Career Development Association

Second Century Research Initiative

March 2019

The National Career Development Association (NCDA) celebrated its 100th Anniversary in 2013. To commemorate this remarkable event, NCDA launched a Second Century Initiative (SCI). The SCI is focused on the belief that NCDA’s leadership is essential in advancing career interventions, programs, and policy. To accomplish the research goals of the SCI, a member-led research effort and commitment to educate the public about career development resources are essential to the sustainability and growth of the profession. The purpose of this RFP is to foster targeted research projects to build public awareness of career development and the effectiveness of career interventions, counseling, and programming.

The NCDA Research Committee, under direction of the NCDA board presents the following RFP to career development researchers and practitioners. For additional questions regarding this RFP please contact Brian Calhoun (calhoubm@wfu.edu) or Dr. Terri Tilford-Tillman (drterritilfordtillman@gmail.com) Co-Chairs, NCDA Research Committee.

Proposal Deadline: March 15, 2019.

**Project Overview/Objectives**

One goal of the SCI is to provide funding to career development researchers and practitioners for supporting programmatic research that highlights and demonstrates the overall effectiveness of career development interventions, counseling, and programming. To support this initiative, NCDA is requesting proposals for research projects which highlight best practices for career practitioners and inform policy makers. Researchers interested in submitting proposals are strongly encouraged to consider partnering with other sites and/or researchers to develop studies that have the potential to generate research that is more generalizable to the larger NCDA constituency.

**General Requirements for All Proposals**

 Include connections of career theory, research, and practice

Include research design features that test and highlight the effectiveness of career interventions, counseling, and programming

Quantitative designs should include power estimations, effect sizes, sample characteristics, measurement characteristics, data analysis procedures, outcomes, and limitations

 or

Qualitative designs should include participant characteristics, audit trail, model specification, trustworthiness and credibility procedures, and applications of results

 or

 Mix-method designs should incorporate all categories outlined above

**Research Objective**

To demonstrate the effectiveness of career development interventions, counseling, and programming

**Evaluation/Selection Criteria**

 Evaluation of proposals will commence after the deadline. Late proposals will NOT be accepted for review

Evaluation will begin with the members of the Research Committee. The committee will develop a prioritized list ranking the merit of each proposal using the Proposal Evaluation Form (PEF)

 A final ranking will be submitted to the NCDA Board for approval by the Research Committee Chair

**Project Budget (including direct and indirect costs)**

The proposal will include a budget that outlines all costs associated with the project including a detailed accounting of needs and financial support for the project

Below are examples of direct and indirect costs

Direct costs: costs for graduate students, instrumentation, participant support costs, software programs, materials, supplies, equipment, and other costs directly used for the research project

Indirect cost: project specific consulting, training costs necessary for the project, and other costs indirectly related to the research project

**Qualifications**

* + All PIs and primary members of the research team must be members of NCDA
	+ All PIs must possess the appropriate degrees and experience to conduct social science research (e.g., Masters or PhD in affiliated areas, Counseling, Counselor Education, Counseling Psychology; access to statistical software or qualitative software)
	+ All projects must undergo IRB review or equivalent prior to approval and funding
	+ All researchers must agree to submit research findings in the form of a manuscript to *Career Development Quarterly* for publication consideration
	+ All researcher must agree to acknowledge financial support from NCDA in any publications, presentations, or publicity related to the funded research
	+ All researchers must agree to submit a proposal for NCDA conference presentation or Professional Development Institute (PDI) presentation.
	+ All researcher must agree to submit a mid-study report and a final report. 70% of the fund will be released at the front and 30% of the fund will be released at the time of submission of a final report.

**Clarity of Research Focus and Outcome**

Project descriptions must include a specific career research focus on the research and identify intended outcomes to support the goals of the RFP

**Value & Implications for Supporting the Profession**

 Project description must provide a detailed description of the way the project supports the career development and counseling profession

**Specification/Scope of Work**

Project description must provide a detailed scope of work outlining the need, intended sample, data analysis, and research questions

 Project description should also provide literature evidence to support the execution of the project



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**Developing a Proposal**

A total amount of $10,000 for up to four proposals will be distributed as determined by the NCDA Research Committee reviewers. Typically, costs for Graduate Students (e.g.; salary, fringe benefits, and tuition), instrumentation, protocols, and other costs directly related to the research project are included in the RFP. Evidence of additional funding support of the research project direct costs is requested but not required. Proposals should be limited to four typed pages not including references and the required application form. Researchers may only apply for one NCDA research grant per year (including Graduate Student Research Awards).

The proposal will include the follow:

Title

Duration of the project

Budget

 Estimated total direct cost of research

 Estimated total of indirect cost

 Justification for budget (including amount requested from NCDA)

Brief literature review and justification

 Introduction to the project

 Research objectives (research purpose)

 Research question(s) & hypotheses if quantitative design is proposed

 Rationale and relevance to the goals of the RFP

 Scientific merit

 Methodology

 Expected results & potential contribution

 Application of results to the career development and counseling profession

 References

Data management plan

Schedule for conducting & completing project

Brief vitae of PI(s)

**Submission Instructions:**

Your email attachments must include:

* One "masked" copy of the proposal- this copy should not contain information that may identify the author(s)
* One copy of the proposal with author identification
* One application form

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**Proposal Application**

**Principal Researcher Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide the name(s), title(s), and institution(s) of additional researcher(s):

**Title of Research \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Qualifications of Principal Investigator**

I certify I am a member in good standing of the National Career Development Association

Type of membership \_\_\_Student Member \_\_\_Professional Member

**Research Dissemination and Acknowledgment of Funding**

If awarded funding through NCDA, I agree to:

Submit a manuscript of the research project findings for publication consideration in *Career Development Quarterly* and to acknowledge NCDA financial support in any publications, presentations, or publicity related to the funded research.

Submit a proposal for NCDA conference presentation or Professional Development Institute (PDI) presentation.

Submit a mid-study report and a final report.

\_\_\_\_\_\_ Yes \_\_\_\_\_\_ No

I acknowledge that I have read and agree to the research dissemination and acknowledgement of funding. I agree to follow the requirements set forth in this application.

Signature of applicant

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**Proposal Evaluation Form**

Proposals will be reviewed by the NCDA research Committee in conjunction with identified career researchers and practitioners. Reviewers are asked to rate each proposal based alignment with relevance to the proposal guidelines, potential for success, and applicability to NCDA goals and constituency.

Rationale and relevance to the goal (to build public awareness of career development and the effectiveness of career interventions, counseling, and programing)

Research/Scientific Merit (30 points)

 Quantifiable objectives (quantitative) or

Useful insights related to a central phenomenon (qualitative)

 Demonstrates effectiveness of career development interventions, counseling, and programming

 Innovation

 Applicability

 Need

Methodology (30 points)

 Time limited and well defined completion

 Appropriate timeframe

 Appropriate methods to research objectives/purpose and questions

Investigator Qualifications (10 points)

 Research

Training (10 points)

 Resources

 IRB approval

Budget (20 points)

 Clarity and transparency

 Additional funding/institutional support and source of support (optional)

Collaboration (not required)

 Multiple site collaboration and/or

 Orienting future researchers (inclusion of graduate student researchers)