

Research Grant Program **Grant Application Instructions**

This document gives information on the Research Grant Program (RGP) grant application process for the MBTI® Resource Grants, Dissertation Grants (including the Mary McCaulley Dissertation Grant), and invited research proposals.

Instructions

Please review the pages **What We Fund** and **Call for Proposals (CFP)** for more details before applying for a grant. When you are ready to submit an application, be sure to first have all your information in the fields ready, as **you will need to complete this application in one submission period**.

Only invited proposals will be required to provide budget information. If you are applying for an MBTI Resource Grant or a Dissertation Grant, you will not need to fill out the budget items in this application.

Grant Application Fields

Principal Investigator Contact Information. (required) The lead on the research project or the dissertation student. First name, last name, degree, email, phone number.

Co-PI Contact Information. (optional) First name, last name, degree, email, phone number.

Dissertation Chair Contact Information. (required) Dissertation Grant applicants **must** provide contact information for their Dissertation Chair. First name, last name, degree, email, phone number.

Study Coordinator Contact Information. (optional) First name, last name, email, phone number.

Institution Information. (required) Name and department of institution where the PI works or dissertation student attends.

Study Information Fields

- **Title of Study.** (required)
- **Narrative Summary (up to 5000 characters).** (required) Provide a summary of the aims, importance and relevance, and desired outcomes of the study. What is the focus area? What is the main research question or aim? What are your desired outcomes? Describe the study, why it is important, the weaknesses/gaps/needs in the field it is addressing, how it will contribute to the field you work in, and how it will contribute to the MBTI system.
- **Funding Area.** (optional) If this study fits within a Funding Area from the CFP, list it here.
- **Number of participants.** (required) The highest number of participants to be recruited for the study.
- **Start and End Dates.** (required) Anticipated start date and end date (completion of execution of study, not including analysis, publishing, presenting at conferences, etc.).
- **Design/Methodology (up to 2000 characters).** (required) Briefly describe how this study will be conducted, i.e., applied outcome, qualitative, experimental; describe interventions and who will do them.

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- **Type of Grant.** (required) Select the type of grant you are applying for:
 - **MBTI Resource Grant**
 - **Dissertation Grant**
 - **Mary McCaulley Dissertation Grant**
 - **Invited Proposal**
- **Invited Proposal Budget.** (budget fields are all optional) You will need to complete the entire application plus the following budget items. Each field has space for a description and the dollar amount. Get as detailed as you can in the description. **The budget items should connect directly to the description of the study in the Narrative, Design/Methodology fields.**
 - **Contractor/Consultant(s).** In the description, indicate the type of contractor, the anticipated number of hours, and their hourly rate. If the study team needs an MBTI Certified Practitioner, they should reach out to practitioners they know and/or contact the RGP staff (rgp@myersbriggs.org) for referrals.
 - **Facility/Space Rentals.** Lease or rental costs for space to conduct the study.
 - **Food/Meals.** For study participants and researchers while conducting the study.
 - **Participant Compensation/Recruitment Costs.** Please describe and calculate.
 - **Travel.** This does not include travel for the PI or study team members to professional or academic conferences. The Travel item is intended for travel to the study site for study team members and study participants and/or travel for contractors/consultants.
 - **Equipment.** Equipment rentals/leases/purchases necessary to conduct the study; this may include software programs.
 - **Materials/Training (non-MBTI).** This may be non-MBTI assessments, education materials, and training necessary to conduct the study.
 - **Other.** Any cost that is not captured in the above fields. We do not cover operational costs, indirect costs, or staff salaries. Be descriptive.

