**Azusa Pacific University**

**TUL670**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Field address:**

**Country/City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Term: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dates: \_\_\_\_\_\_\_\_\_\_\_\_**

This is an educational agreement between \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (learner) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Academic supervisor)

It is agreed that the learner will undertake the following learning program to fulfill the goals related to TUL670 *MATUL Thesis or Project*. The course will earn 6 credits.

**Project title**. Formulate a title that creatively encapsulates the research project.

**Introduction to topic or issue**. What community problem or issue are you interested in? How did you decide to investigate it? What do you *already know* about it? How does this relate to the MATUL?

**Textual resources.** List the relevant literature (e.g. websites, scholarly articles, book chapters, texts) that you have reviewed to date that will help frame your field study. (Provide full citations, including author(s), title, publisher, publication date, and/or URL, along with the number of relevant pages.). This will be an APA style – best done in Endnote.

**Variables**. What are some of the key elements, factors, or variables that affect the phenomenon to be investigated? How do they relate to one another to explain what’s going on? Diagram these, with a correct label on the diagram Fig x: \_\_\_\_\_\_\_

**Research question.** What *more* do you want to know or understand about the topic or issue? Formulate a single research question clearly and concisely in one sentence. [Remember: it must be do-able—not too broad or too narrow. Could you actually answer the question given constraints of time, access to settings/informants, and language ability?] Refine your question to two variables and the relationship between them. Explain it to some friends a few times until you get it to a point where they stop laughing at you because they understand. Try writing it as a hypothesis, then convert it back to a question. Exclude all irrelevant details and sidetracks. No methodology. You may include the target group, but consider if your question is about a bigger issue for which they are an exploratory sample. Describe why you selected these variables. Are they indicators of wider variables/issues? IF so how good an indicator?

**Community relevance.** Explain *why* this research is timely and relevant. How does it address a concern voiced by your church, community groups or organizations?

**Theological framework:** How does this fit with a *Transformational Conversation* approach? How will you analyze the urban conversation in relationship to the Biblical conversation on this issue? Will you simply give a sense of Biblical perspectives on this issue? Or develop a full Transformational Conversation between the Biblical/theological data and the urban issue? The end result of a Transformational Conversation is new action. What are the projected actions as the result of this study?

**Population and Site(s).** What *population* (group of people) do you hope to gather information from in order to answer your research question? At what *locations* or *study sites* do you intend to make contact with group members? How do you hope to gain access to this population and research setting?

**Methods.** What methods will you use to gather information, and in what order? (Consider materials collection and reading, a community internship, local event participation, observations, informant interviewing, etc.). If interviews are to be used, explain whether they will be “structured,” “semi-structured,” or “unstructured.” Then attach your pre-set list of questions or an interview schedule with suggested themes as an appendix. Describe the types of data to be collected (e.g. fieldnotes from observations, audio recordings or transcripts of interviews, video tapes). Estimate the time needed to set up, do and then analyze each one and put this into your Gannt Chart below. Then go back and simplify this down.

**Validity:** Do an initial analysis of the viability of this process and representativeness of your sample. Will it give you a valid data set? How can you describe that to others?

**Research guide and assistants.** Do you hope to gather information from people whose language you don’t speak? If so, what persons have agreed to assist you, either as a project guide or as bilingual research assistant(s)?

**Ethical considerations.** Describe the kind of relationship you intend to have with participants? How will you protect the rights of informants? Will they risk any stress or harm by participating in the research? If so, what safeguards will minimize that risk? How will you obtain consent from the agency that controls access to vulnerable populations (like street children, orphans, and sex workers)? How will you then safeguard the confidentiality and voluntary participation of informants (see Addendum A)?

**Research product.** What tangible products will result from your research? (Possibilities include a thesis, professional report, scholarly manuscript, magazine article, documentary video, book of sketches, or handbook of some kind.). You will need to make a presentation back to the leadership of your partner organization. Will theat be by Powerpoint, Prezzi, Youtube or a written report or more than one? What magazines would you aim to publish for? What time frame is needed to write, edit and then proof-read. What outside help can you get for the last two tasks. If it is an APU thesis you will need to follow through the process of binding with the library. If it is a project this is not necessary. What will be the timeframes and costing of all of these?

**Community benefits.** In what ways might the study benefit either the research participants or the community organization working on their behalf? How will this be communicated back to them? What kind of press release from your study might both include them and help them publicize elements you research. What will be the costing of this? What action steps are likely to come from this study? How will you mesh the data and analysis into generating a community or church lead action plan?

**Timetable.** List the specific tasks for carrying out the project, with estimated ‘begin’ and completion dates. It is simplest to do this in a GANNT chart so you can juggle the various interconnections.

Research Timetable

|  |  |  |
| --- | --- | --- |
| **RESEARCH TASK** | **BEGIN** | **COMPLETE** |
|  | | |
|  | | |
|  | | |

**Budget.** List potential items needed to complete the project, along with cost estimates for each item (Hint: If you do this in Excel and link it, you don't have to redo it each time you update it, nor do the arithmetic). How will, you, the community, your supporters, the local church fund this into a viable action process?

Project Budget

|  |  |
| --- | --- |
| **ITEM** | **COST** |
| Professional services: e.g. language coach, transcriber $\_\_\_\_\_\_\_\_\_\_ | |
| Research: e.g. cybercafé charges, text purchase, duplicating $\_\_\_\_\_\_\_\_\_\_ | |
| Research assistants (translator-interpreter) $\_\_\_\_\_\_\_\_\_\_ | |
| Payments to informants $\_\_\_\_\_\_\_\_\_\_ | |
| Supplies $\_\_\_\_\_\_\_\_\_\_ | |
| Equipment: e.g. digital recorder, camera, laptop, $\_\_\_\_\_\_\_\_\_\_  sketchbook | |
| Transportation $\_\_\_\_\_\_\_\_\_\_ | |
| Housing $\_\_\_\_\_\_\_\_\_\_ | |
| Thesis Presentation to Community Organization/Church $\_\_\_\_\_\_\_\_\_\_ | |
| Thesis Publication (formal) How many copies to whom? $\_\_\_\_\_\_\_\_\_\_ | |
| Photography Maps $\_\_\_\_\_\_\_\_\_\_ | |
| Mobilization $\_\_\_\_\_\_\_\_\_\_ | |
| Other $\_\_\_\_\_\_\_\_\_\_ | |
| TOTAL **$\_\_\_\_\_\_\_\_\_\_** | |
|  | |

**Action Outcomes:** Action research is inadequate if it simply ends up with a document. Given possible results of your study what are possible projections for utilizing this process for moiblising to action?

*I understand that this proposal will likely undergo one or more revisions while on the field. The final version will have the signatures of my project guide, and be reviewed by my program supervisor prior to undertaking the research.*

Signature of Project Guide Date

Name of Project Guide

Investigator Signature Date

Investigator Name

Signature of Program Supervisor Date

Name of Program Supervisor