

Issues that Should be Addressed in a Qualitative Research Proposal

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1. General topic, possible units/aspects (Lofland & Lofland, ch. 6), reason/s for choosing topic, initial research questions
2. Number and characteristics of participants, sampling/how recruited and motivated to participate
3. Site, how chosen, public/closed, specific possible locations of observations and interviews
4. Time of observations: days of week, hours each day, time interviewing/observing, total time
5. Brief account (to be used for permissions)
6. Permissions: gatekeeper/s, parents or guardians, participants (if needed)
7. Role/s to be assumed, known/unknown, insider/outsider
8. Stresses, problems anticipated, risks
9. Confidentiality/anonymity issues, degree of public identification desired
10. Methods used in attempt to "bracketing out" self/methods used to track possible areas of bias from past and present
11. How field notes and interview notes will be logged
12. Method/s of formal data analysis anticipated (besides coding and propositional framing)
13. How data be presented in report (charts, appendices, embedded quotes, etc.)
14. Tentative questions to be asked during interviews
15. Media to be used, source/s of media (cassettes, videotapes, computers, programs, etc.)
16. Literature review (embedded throughout or separate/plans for additional reading during and after research)

17. Resources needed, funding if any, reports required for funding sources, input from funding sources
18. Meetings scheduled with committee or subcommittee/chair during research study
19. Others involved (co-researchers, assistants in field, transcribers, etc.)
20. Strategy for modifying the proposal during the data collection process, if need be