



**IMA Research Foundation**  
**What makes a good grant proposal**

***Overall:***

- Proposals should focus on management accounting and related fields and articulate how it does so. IRF's mission is to assist with the funding, development, and dissemination of timely research that assists accountants and financial professionals in their roles. All research projects funded by IRF are evaluated based on their potential to contribute to the "body of knowledge" available to the members of IMA and the management accounting profession as a whole.
- Clearly communicates the purpose and scope of the proposed research project
- Articulates how it relates to primary management accounting activities such as decision support, planning, and control.
- Use the format below:

**Required Content for all Submissions**

- Submitted electronically (PDF or Word format)
- Include each of the items listed below:
  1. Cover letter addressing the value of the research to MA profession and practitioner.
  2. Abstract with clearly defined research questions and value statement.
  3. Research proposal primary content, including:
    - a. Research objectives with clearly delineated research questions.
    - b. Research methodology—field research, survey, experiment, etc.
    - c. Background and/or theoretical foundation.
    - d. Previous experience researcher(s) has in the research area. (e.g., relevant work in the area)
    - e. How the research may contribute to the MA profession, incl. practice and future research.
    - f. Timeline includes at least one progress report and due date for each proposed deliverable.
    - g. Use of human subjects:
      - Written statement of assurance stating that the rights will be protected and that all subjects will provide informed consent.
      - Or Institutional review board (IRB)
    - h. List of Deliverables may include:
      - Full research report and submission of an article for consideration toward publication in SF or MAQ.
      - Book, practitioner publications, refereed academic journal article
      - Statement on Management Accounting (SMA),
      - Content for webcasts or training seminars, conferences presentations,
      - Other resources useful for practitioners in the MA profession.
      - Mandatory: C-suite report geared toward the finance professional.



- i. Budget with appropriate level of detail for all expenses.
- j. Summary of researcher(s) qualifications that includes CV for all researchers (10 pg. max.)
  - Researchers who receive grants are expected to join IMA within 60 days of notification.

### **Costs Eligible for Funding**

- a. Research assistants for tasks defined in the project's budget.
- b. Purchase or rental of custom/special data sets, software.
- c. Transportation and other costs for data collection and developing research.
- d. Data entry, supplies, word processing, copying, telephone, postage, transcription
- e. Subject stipends.
- f. Other reasonable costs associated with project.
- g. Nominal stipends may be considered.
  - Typically paid to the principal researcher's university, college, or company.
  - IRF does not pay OH or admin. fees that may be charged by these types of institutions.