

# Fort Bend ISD Research Request Process

## Initiating a Request to Conduct Research in FBISD



Organizational Development Division supports those wanting to conduct research in FBISD.



Request should be made at least 6-8 weeks before your research start date begins.

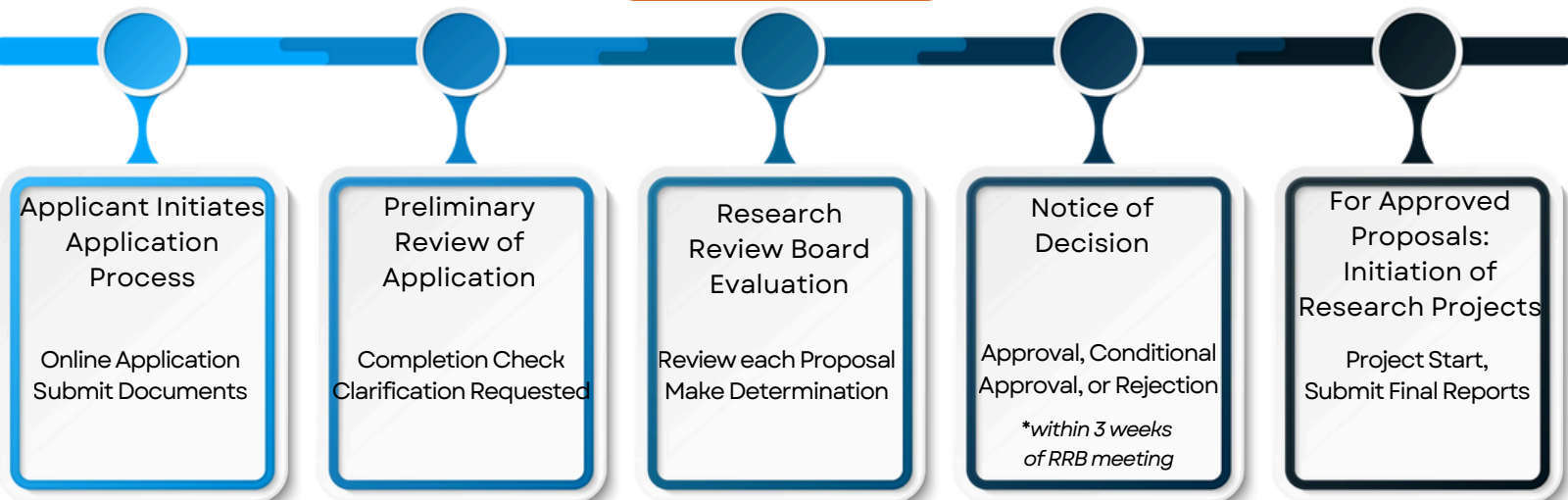


Scan the QR to complete the FBISD Research application

### Purpose

Research plays a critical role in continuous instructional improvement, program evaluation, and policy development. As a district committed to data-driven decision-making, FBISD values research that enhances student learning, supports professional development, and informs best practices. However, research activities must be conducted responsibly and ethically, following federal, state, and local regulations such as FERPA, PPRA, HIPAA to protect student and staff privacy. The FBISD Research Review Board evaluates all research proposals to ensure they meet district requirements.

### Application Process



### Categories of Research

The process for engaging stakeholders is dynamic and tailored to meet the needs of each engagement cycle. Below is the five-stage process use to guide each opportunity.



### Guiding Principles for Research Decisions

The Research Review Board uses the follow criteria that all research proposals should demonstrate to evaluate individual proposals:

- **Educational Value:** A clear and direct educational value to the District, tied to the District Vision, Mission and Strategic Plan and not only to the education profession in general.
- **Minimal Intrusion:** A minimal intrusion on instructional and duty time of Staff and Students.
- **High Quality Methodology:** Uses well defined research methodology based upon best practices.
- **Compliance:** Compliance with current privacy laws [see FL(LEGAL)]; including data protection and de-identification of data
- **Alignment:** Alignment with District policies, teaching and learning guidelines/practices, programs, and services offered in the District

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## What qualifies as “Research” in FBISD?

- FBISD defines research as any activity that includes, but not limited to, various measurement, evaluation, and inquiry activities such as:
- **Systematic Investigations**- Research development, testing, and/or evaluation that is designed to create or contribute to the body of general educational knowledge.
  - **Data Collection/Analysis**- Examination of new facts and the interpretation of facts to draw conclusions.
  - **Quantitative/Qualitative Activities**- Observations, interviews, surveys, case studies, ethnographic analysis, analysis of written materials, analysis of secondary data, achievement testing, experimental designs to explore causal relationships, product testing, and cost and management records.

### Research Application Submissions Due

#### Fall Dates

August 21st, 2025  
 September 11th, 2025  
 October 9th, 2025  
 November 6th, 2025

### 2025 - 2026 Research Review Board Meeting Dates\*

August 28th, 2025  
 September 25th, 2025  
 October 23rd, 2025  
 November 20th, 2025

#### Spring Dates

January 8th, 2026  
 February 12th, 2026  
 March 12th, 2026  
 April 9th, 2026  
 May 7th, 2026

January 22nd, 2026  
 February 26th, 2026  
 March 26th, 2026  
 April 23rd, 2026  
 May 21st, 2026<sup>1</sup>

*\*These are tentative meeting dates, please stay tuned to FBISD website for any changes. Decision Letters can be expected within 3 weeks of the RRB meeting.*  
*<sup>1</sup> Requests reviewed on the May 2026 date will be for projects starting in the 2026-27 school year.*