



AIEF Call for Researchers

- Project Name:** Results of 'Big Bucket' Retention Practices (Working Title)
- AIEF Information:** The ARMA International Educational Foundation (AIEF) is an independent funding resource for research and scholarship in the field of information management. We are currently seeking a researcher(s) to work with us on a freelance basis.
- Project Description:** The researcher(s) will identify, interview, and survey a variety of organizations in different industries that have transformed their retention schedules into some form of a "big bucket" format or who have adopted big bucket retention scheduling from scratch. Copyright will be retained by the AIEF.
- Suggested Methodology:** Interview and conduct a generated standard set of questions to survey the identified organizations using "big bucket" practices. We would like to see this research address, at a minimum, the following questions:
- Are big bucket schedules working as anticipated?
 - Have they assisted with classification and retention of electronic as well as hard copy record keeping systems?
 - Are there issues of over or under retention?
 - Have they facilitated the management of retention for both physical and electronic records and enhanced the overall stature of the organization's records management program?
 - Are there complications pertaining to litigation or eDiscovery?
 - What are the demonstrable cost implications (cost reductions, savings, additions, or increases [operations])
 - Lessons learned? Anything that should have been done differently?
- The methodology includes bibliographic reviews of materials relating to 'Big Bucket' practice in the form of books, articles, and guides available through libraries, online, and websites.
- Resources:** The report will be reviewed prior to publication. An AIEF liaison will be assigned to the project and work with the lead researcher through its duration.
- Available funding:** \$5,000 in three installments.
- Contract Term:** To be negotiated; Goal is 6 to 8 months from the date of signed contract.
- Applications:** Send a resume and cover letter detailing your experience and suggestions for conducting the project as email attachments to:
coordinator@armaedfoundation.org Deadline: 11/15/2017