

## Undergraduate Faculty-Mentored Academic Grants

### Student Application

The student(s) should complete this application with the assistance of the faculty mentor. A grant application written by a faculty mentor will not be considered. Students should draft answers to the following questions before submitting the application. The application is the most important part of the process; therefore, students should follow the outline carefully and adhere to formatting guidelines to produce a competitive proposal. Because research varies widely among disciplines, adaptation of the outline may be necessary when the project or field of study demands.

#### *Instructions*

*Student applicants should complete the following information with the assistance of their faculty mentor. It is important that the answers are complete, thorough, and clear. The student applicant should obtain editorial assistance and feedback from faculty mentors prior to submission of the proposal.*

#### **1. Project Title**

**2. Abstract:** Provide a brief summary of your proposed project, not to exceed 200 words.

#### **3. Project Context and Description**

*Think of this section as the introduction of a manuscript with this information serving as the foundation for how you formulated your question/hypothesis/objective.*

- Historical or theoretical context

*What is the most relevant previous research, artistry, or work on this topic by other scholars, researchers, or artists? Where does your project fit into this historical or theoretical context?*

- Project's specific question, hypothesis, or objective

*Because the results of your project may provide several answers to several different questions or may involve several objectives, state your main question/hypothesis/objective that you wish to address.*

#### **4. Approach/Methodology**

- Methods, procedures, theories, or lines of thinking and/or creating you will use to address your research topic.

*The methodology should address HOW you will conduct your study. Be systematic and very clear. What materials and sources you will need to study in order to pursue your project. How you will analyze, interpret, and/or evaluate your findings (i.e. the material you study, the data you collect, or your creative experience).*

*If a creative project, explain specifically what you intend to create and how you plan to create it.*

## **5. My Preparation/Experience/Relevance to Future**

- Explain why this project is important to you and what role it plays in your development—personal, academic, and/or professional. If a group project, include a response from each student.  
*How will this experience enable you to better pursue your future goals? How will this experience help you develop the skills to better succeed in your future aspirations?*
- Your preparation and qualifications to undertake the project.  
*What coursework, jobs, extracurricular experiences, other research, training, or performance experience, for example, contribute to your expertise and motivated you to be involved in research/creative endeavors?*
- If a group project, specifically identify the role of *each* student on the project.  
*What will be the specific tasks of each student? What process has been established to ensure that each student fulfills his/her assigned tasks?*

## **6. Timetable and Budget**

- Timetable  
*Provide a specific timetable of your project identifying the time allotted to each portion of your project (e.g., weeks, months, semesters or stages, whichever is most reasonable) with as much detail as possible. The more detailed and specific your time table, the better able reviewers will be to determine if the project is feasible  
If a collaborative project, identify the role of each student.*
- Budget  
*Provide a detailed and accurate outline of your budget. Be realistic. Include costs necessary to carry out your project as well as present your findings. Items may include:*
  - *Cost of equipment necessary for project (chemicals, art supplies, copyright of surveys)*
  - *Poster costs for symposium or conferences*
  - *Photocopies/printing costs*
  - *Travel funds excluding presentation of research*

## **7. Approvals and Funding**

- Does your research/scholarship project involve human subjects (e.g. interviews, surveys, focus groups, oral history)?

○ Yes – I have applied for and received IRB approval and will provide the Office of Research and Sponsored Projects with a copy of this approval.

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○ Yes – I will apply for IRB approval and will provide the Office of Research and Sponsored Projects with a copy of this approval.

o No

- Does your research/scholarship project involve animal subjects (i.e. vertebrate animals)?
  - o Yes – I have applied for and received IACUC approval and will provide the Office of Research and Sponsored Projects with a copy of this approval.

o Yes – I will apply for IACUC approval and will provide the Office of Research and Sponsored Projects with a copy of this approval.

o No

- Does your project involve the use of recombinant DNA or biohazardous materials?
  - o Yes – I have applied for and received IBC approval and will provide the Office of Research and Sponsored Projects with a copy of this approval.

o Yes – I will apply for IBC approval and will provide the Office of Research and Sponsored Projects with a copy of this approval.

o No