SNC Collaborative: Center for Undergraduate Research

**Student-Faculty Grant Application (Summer-Fall: 2019) for Research, Scholarship and Creative Activities**

**Guidelines:**

1. **Student Information**:

For applications involving more than one student, please list names of all students, their ‘Year’, ‘Major’ and ‘Minor’ information, email address, and phone numbers.

Example:

Jane Doe, Sophomore, Major: Communication and Media Studies, Minor: Biology, jane.doe@snc.edu, xxx-xxx-xxxx.

Jon Doe, Junior, Major: Chemistry, Minors: Women’s and Gender Studies, Religious Studies, jon.doe@snc.edu, xxx-xxx-xxxx.

2. **Project Proposal**: The Collaborative Committee is comprised of members from diverse academic and professional backgrounds. As such, the proposal should be accessible to a broader audience rather than to specialists only.

3. **Presentation of Research, Scholarship and Creative Activities:** In order for students and faculty/staff mentors to be eligible for future awards, student awardees are required to present their research, scholarship and creative works at the SNC Undergraduate Research Forum (URF) in the year following the term of the award.

For example, students with awards for the Summer-Fall 2019 period are required to present at the URF in 2020 (even if the project is on-going) or in the following year (2021 URF). Faculty mentors and students who have been awarded grants for the Summer of 2019 and did not present in the 2018 URF may still apply for grants for Spring 2019. Legitimate exemptions are students who will have graduated or who are studying abroad during the spring semester. We welcome URF presentations that include updated reports on projects supported by the Collaborative.

4. **Multiple Proposals Involving the Same Faculty Mentor:** The Committee reserves the right to award grants across a diversity of academic areas. This may mean that, when competing proposals are of equal quality and merit, multiple proposals sharing the same Faculty mentor/collaborator may split available funding so that the Committee may distribute grants to a greater diversity of student-faculty projects.

(For clarification or further information, please feel free to contact Anindo Choudhury: anindo.choudhury@snc.edu)

SNC Collaborative: Center for Undergraduate Research

**Student-Faculty Grant Application for Research, Scholarship, and Creative Activities (Summer – Fall 2019)**

Please submit the application and all supporting documents by email to [*collaborative@snc.edu*](mailto:collaborative@snc.edu)

Applications are due by midnight of **April 15th**, 2019

**Student Information**

(Please fill out the following information for each student)

Name:

Year (First, Sophomore, Junior or Senior):

Major(s):

Minor(s):

Email address:

Phone number:

**Faculty Member Information**

Name:

Position:

Campus Address (Building and Room):

Phone Ext.:

Email:

**Project Information**

***Project/Activity Title*:**

***Inclusive dates of project or activity*:**

***Has this project been funded by the Collaborative before?***

*Yes*

*No*

***Have you received funding for any aspect of this project from other sources?***

*Yes - Please explain*

*No*

***Approval of SNC Institutional Review Board (IRB): (Highlight Yes, Applied, No, or N/A)* (If your project involves using human subjects, have you sought IRB approval?).**

No or N/A (Project will not use human subjects and thus does not need IRB approval.)

*Yes - Please attach the SNC IRB approval of your project.*

*Applied – Please attach your application to the SNC IRB.*

***Approval of the SNC Institutional Animal Care and Use Committee (IACUC)? (Highlight Yes, Applied, No or N/A)* (If your project involves using animals, have you sought IACUC approval?).**

*No or N/A (Project does not involve live animals, and thus does not need IACUC approval).*

*Yes - Please attach the IACUC approval to this form.*

*Applied: Please attach your application to the SNC IACUC.*

**PROJECT PROPOSAL**

**Student narrative**: The following sections of the student narrative are to be completed by the student(s) with faculty input (2-4 pages) (Please do not delete the titles of the sections in your narrative)

* ***Genesis,description and significance of the project***(Provide background information on the project. Explain your understanding of the significance and originality of the work. Describe the project, its purpose and its methodology. How did your scholarly relationship with your Faculty mentor begin? How did you become involved in this work? Keep in mind that the Committee may not be familiar with your specific field of study, so be clear, concrete, and thorough in your explanations.)
* ***Mentorship for the project*** (Explain how you and your faculty mentor will work together in this research, scholarship, or creative endeavor.)
* ***Projected outcomes*** (Examples: Performance, exhibition, publication, presentation, new course, enhanced instructional skills, etc.)
* ***Impact*** (Explain the value of your proposal in relation to your personal and academic growth and to your personal and professional goals.)
* ***Study abroad*** (If you are studying abroad during any portion of this project, explain how the project will be carried forward. Write N/A if not applicable.)
* ***Curriculum Vita (CV) or Resume:*** Attach a current CV or Resume with this application.

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**Faculty narrative:** The following sections of the Faculty narrative are to be completed by faculty with student input (2-4 pages) (Please do not delete the titles of the sections in your narrative)

* ***Mentorship for the project*** (What is your mentoring strategy for this project?)
* ***Projected outcomes*** (Examples: Performance, exhibition, publication, presentation, new course, enhanced instructional skills, etc.)
* ***Impact*** (Explain the value of your proposal in relation to your personal and professional growth and to the betterment of the academic programs of the College.)
* ***Method of evaluation and assessment*** (Other than completion of the project, what will be the primary indicators of success? How do you propose to assess the success of your project or activity?)
* ***Contracts*** (If you are under a 12 month contract, address how you will accomplish your administrative duties in addition to the responsibilities of this grant. Write N/A if not applicable.)
* ***Curriculum Vita (CV) or Resume:*** Attach a current CV or Resume with this application.

THE FOLLOWING SECTION IS TO BE COMPLETED COLLABORATIVELY

**Timetable**: Identify key phases of the project, the specific work to be completed during each phase, and the projected completion dates; also give an accounting of how the project will be carried out if the student partner is scheduled to graduate before the project's scheduled termination date.

**Phase Description Dates**

**Budget:** Submit a detailed budget for expenses, and a statement—if applicable—of current or pending support either from other College funds or from external sources.

**Category Items (briefly) Amount**

Project Materials $

Travel Expenses $

Conference Costs $

Student Stipend $

Other Expenses $

Total $

Note: The URSCA Grants are up to $2000, where all or part of the funds can be used to offset costs for materials, travel, conference presentation and attendance by the student(s), and other related project expenses, including a stipend for the student. If a project does not require expenses, the student is eligible for a $1500 scholarship award.

* Fund monies may be taken in the form of student work hours and/or may be placed in an expense account. Only students can receive work hours.
* Students requesting work hours who are currently receiving financial aid should check with the Financial Aid Office to determine how a monetary award might affect their financial aid package.
* Expense monies may be received in the form of a travel advance or reimbursement.

**Checklist**

1. Completed Application.

2. IRB or IACUC section completed and necessary forms attached (if applicable).

3. CVs/Resumes (Faculty and Student) attached.

**Please submit application and all supporting documents by email to *collaborative@snc.edu***

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