SNC Collaborative: Center for Undergraduate Research

**Student-Faculty Collaborative Research Grant Application (Spring 2019)**

**Guidelines:**

1. **Student Information**:

For applications involving more than one student, please list names of all students, their ‘Year’, and ‘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 Collaborative Research:** In order for students and faculty mentors to be eligible for future awards, student awardees are required to present their collaborative research 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 2018 period are required to present their research at the 2019 URF. Students awarded Collaborative grants for the Spring 2019 semester may present their research at the 2019 URF (even if the research is on-going) or in the following year (2020 URF). Faculty mentors and students who have been awarded Collaborative grants for the Spring of 2019 and do not present in the 2019 URF may still apply for grants for Spring 2020. We welcome URF presentations that include updated research on projects supported by the Collaborative. Legitimate exemptions are students who will have graduated or who are studying abroad during the spring semester.

4. **Multiple Proposals Involving the Same Faculty Mentor:** The Committee reserves the right to award grants across a diversity of research 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 collaboration.

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

SNC Collaborative: Center for Undergraduate Research

**Student-Faculty Collaborative Research Grant Application (Spring, 2019)**

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

Application are due by midnight of **November 2,** 2018

**Student Information**

Name:

Year (First, Sophomore, Junior or Senior):

Major: Minor(s):

Campus address:

Telephone:

Email:

**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 collaborative scholarship from other sources?***

*Yes - Please explain*

*No*

***Approval of SNC Institution Review Board (IRB): (Highlight Yes, Applied, No, or N/A)***

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

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

 *No or N/A - Please explain:*

***Approval of the SNC Institutional Animal Care and Use Committee (IACUC)? (Highlight Yes, Applied, No or N/A)***

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

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

*No or N/A - Please explain:*

**PROJECT PROPOSAL**

**Student narrative**: To be completed by the student(s) with faculty input (2-4 pages)

***Genesis and description of the project***(Provide background information on the project. Describe the project, its purpose and its methodology. How did the collaboration with your Faculty mentor begin? How did you become involved in this research? 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.)

***Collaborative nature of the project*** (Explain how you and your faculty mentor will work together in this research endeavor.)

***Projected outcomes*** (Examples: Performance, exhibition, publication, presentation, new course, enhanced instructional skills, etc.)

***Significance and originality of the work*** (Explain your understanding of the significance and originality of the work.)

***Impact*** (Explain the value of your proposal in relation to your personal and academic growth and to your personal and professional goals.)

***Method of evaluation*** (Other than completion of the project, what will be the primary indicators of success? How do you propose to assess the success of the project or activity?)

***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:** To be completed by faculty with student input (2-4 pages)

***Genesis and description of project*** *(*Provide background information on the project. Describe the project, its purpose and its methodology. How did the collaboration with your student collaborator begin and how did you become involved in this collaboration? 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.)

***Collaborative nature of the project*** (What is your mentoring strategy for this research project?)

***Projected outcomes*** (Examples: Performance, exhibition, publication, presentation, new course, enhanced instructional skills, etc.)

***Significance and originality of the work*** (How is this project a novel contribution to your field?)

***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*** (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**

Research Materials $

Travel Expenses: $

Conference Costs $

Student Stipend $

Other Expenses $

Total $

Note: The Collaborative Research Grants are up to $1500, where all or part of the funds can be used to offset costs for research materials, research travel, conference presentation and attendance by the student(s), and other related project expenses, including a research stipend for the student. If a project does not require research expenses, the student researcher is eligible for a $1000 research 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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