**Undergraduate Research and Creative Activity Project Grants**

**Eastern Connecticut State University**

Limited funds are available for Eastern Connecticut State University students to help cover the costs of research or a creative activity project. At Eastern, these activities are defined as:

*Original intellectual or creative contributions to the student’s discipline carried out in conjunction with a faculty mentor, culminating in formal review of that work through presentations, exhibitions, and/or publications.*

The work students wish to have funded must meet all aspects of this definition. Thus, it must be work with an Eastern faculty mentor on a project appropriate to one’s discipline. Internships are not considered appropriate unless they can be shown to meet the criteria above.

**Award Amount:**

Award amounts are limited to $500.00 per student per year unless more funds become available. Project Grants can be used for data collection surveys/instruments, materials needed for creation of discipline specific project, lab equipment, incentives to secure participants, or the cost of music or film production. The project grants are not to be used for stipends. Students who receive funds from other sources (departmental research, honors or research scholarships) are not eligible to receive the project grant. Only 1 application per department will be accepted per semester. Only currently enrolled students are eligible to receive these funds.

Funds can be applied for prior to beginning the project. However, the documentation below is required before funds will be distributed. Prior CUHSR approval is required of all research projects involving human participants. The faculty mentor should assist the student with completion of this application. Preference will be given to those applications with a clear outcome goal (presentation at a specific conference, publication or exhibition). Funds can also be used to continue a project that has already been started as part of a course or independent study. However, it must be explicitly stated in the narrative why the funds are needed to continue the project and what the long term goals upon completion (publication/presentation).

Money will be reserved on a first-come basis, until funds are depleted. Students applying after all money has been committed will be placed on a wait list pending the availability of new funding sources. All funds must be used before the end of the fiscal year. These grants are competitive in nature and submission does not guarantee funding.

**Application Procedure:**

Please follow the guidelines below to insure a successful application is submitted:

1. **Type** and print out the following application completely and accurately.
2. Where appropriate, submit verification of CUHSR approval
3. Complete the application budget.
4. Provide supporting documentation of all costs listed in the budget. If they are unavailable at the time of application, please indicate that they are an estimate.
5. Submit 1 hard copy of the forms and all supporting documentation to of the forms with supporting documents. Carlos A. Escoto, Ph.D. (escotoc@easternct.edu) or 860-465-0263.

**Undergraduate Research and Creative Activity Project Grants**

**Eastern Connecticut State University**

**Applicant and Mentor:**

Student Name:

Student ID:

Eastern E-mail (will be used to contact student):

Phone Number:

Class: [ ]  First-year [ ]  Sophomore [ ]  Junior [ ]  Senior [ ]  Continuing Education

Academic Department:

Faculty Mentor:

**Project Details:**

Start Date for Project:

Presentation Title:

Type of Project: [ ]  Research

[ ]  Visual Art

[ ]  Performing Art

[ ]  Humanities Project (English, History, Political Science)

[ ]  Other:

**Student Applicant:** In the space below, please provide an 1) an abstract or description of your project,

2) justify how this meets the definition of Undergraduate Research and Creative Activities provided on page 1 AND 3) what will be the specific outcome of the project (presentation at a conference, publication or exhibition) (Submit additional pages if necessary).

**Mentor :** In the space below, please provide a 1) an evaluation of the project submitted (e. g. quality of work, contribution to the discipline) 2) benefits of the presentation to the student’s academic work and future goals, 3) if the project is not completed, discuss the student’s ability and motivation for completing the project (Submit additional pages if necessary) or if this proposal is for a project that will be continued, what is the need to expand the project and what new goals (publication/presentations) will be met.

**Budget:**

Please fill out this budget and provide documentation (copies of receipts, websites). Submit additional pages if necessary.

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| **Budget Item** | **Justification** | **Cost** |
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|  |  |  |
| **TOTAL**  |  |
| **TOTAL REQUESTED (Not to exceed $500.00)**  |  |

**Authorization:**

 Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Signature Print Date

Faculty Mentor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Signature Print Date

Dept. Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

UGR Coordinator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

Dean \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

Provost \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

**For Administrative Use**

Amount Funded: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evidence of travel provided (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_