

Office of Sponsored Programs & Research (OSPR) Student Seed Grant Competition (SSG) Guidelines Academic Year 2019 - 2020

DEADLINE:

Proposals are due to the Office of Sponsored Programs and Research, by 5p.m. Friday, Feb. 28th, 2020

NUMBER AND AMOUNT OF AWARDS

- Students may apply for up to \$300 per grant.
- OSPR will award a maximum of five grants each fall and spring semester.

PURPOSE

The UWA Office of Sponsored Programs & Research (OSPR) is pleased to announce the second annual round of Student Seed Grant (SSG) Competition. The SSG aims to encourage undergraduate and graduate students to apply for grants to support their research or outreach/public service project, which will enhance their overall academic performance and inspire the professional relationships with their peers, faculty advisors, and community. Students benefit not only in terms of advancing their knowledge, but also by developing valuable and sophisticated skills in self-discovery and inquiry. Students also benefit by getting to know faculty and senior research staff who can provide the student with career guidance and references.

ELIGIBILITY AND REQUIREMENTS

- All proposals must address a research question(s) that is essential to student academic success, or conduct an outreach/public service activity involving participants external to the UWA campus community.
- Student applicants must be full-time, UWA on-campus students who have completed 30 hours of course work.
- All projects must be academic in nature and must serve the purpose of meeting the academic requirements of the student's curriculum.
- Student applicants must be under the supervision of a faculty or staff member.
- Student applicants must remain enrolled at UWA as a full-time student for the duration of the award period (no longer than 12 months from award date).
- Students can only apply for one award per academic year (i.e. if a student is awarded in the spring semester they are not eligible to apply for another grant until the following spring. And if they didn't get funded in the spring semester, they are allowed to resubmit the seed grant in the fall of the same academic year.)
- Students who receive research awards are required to present a poster at the UWA Undergraduate Research Symposium in the same fiscal year or the following year.
- Students who receive outreach/public service awards are required to provide a final report evaluating the findings of the project to OSPR by the end of the award period.

PROPOSAL GUIDELINES

Submit your seed grant proposal to Hoda Hassan at hhassan@uwa.edu

All proposals must follow standard American Psychological Association (APA) formatting guidelines and have the following labeled sections:

1. Cover page: Students are required to submit a cover page that includes:

- A project title (which clarifies research or outreach/public service proposal)
- Name of the student and his/her mentor (with faculty mentor title, contact information, and college and/or department affiliation etc.)
- Email address of the student and faculty mentor.

2. Abstract (1 Page limit)

- A maximum of 250 words that includes a non-technical description of the research or outreach to be performed, and the expected outcome(s).

3. Narrative

- A description of the outreach/public service which includes the significance of the need for the project. Excluding references, the narrative should have a clear statement of research question- what you will be studying - and be sure that it is understandable to someone who does not know much about your field of study. It should not exceed four double-spaced pages with a font size of 11 points or larger in Times New Roman.
- The proposal should include the goals, objectives, and how the applicant plans to achieve those goals.
- Proposals for projects that involve research with human subjects, or live, vertebrate animal subjects must include a signed statement by the student's faculty advisor that the protocol has been submitted or approved by the Institutional Review Board (IRB).

4. Budget

- The budget must be reasonable and well-justified as it relates to the scope of work described in the narrative.
- Specify the items/expenses to be supported by the SSG (i.e. allowable items may include disposable supplies, travel to conduct research, photocopying, etc.).
- Budget requested from the SSG must not exceed \$300.
- Budget and justification should not exceed one (1) double-spaced page with a font size of 11 points or larger.

5. Mentor's approval Letter

- In a separate pdf file submit your mentor (Faculty/Staff)'s approval letter.

REVIEW AND EVALUATION

- The SSG awards will be selected through a competitive review process by a panel of reviewers from various UWA colleges, divisions, and units.
- Because the review panel is diverse, proposers are strongly encouraged to write for a non-expert audience.
- The reviewers will discuss proposals and make funding recommendations, and OSPR will make all final funding decisions. OSPR may require modifications of the budget as a condition of funding.

Complete proposals packages must be sent by email to *hhassan@uwa.edu*