OUR Student Research Grant Application

The Office of Undergraduate Research is committed to supporting UMass Dartmouth undergraduate students in research, scholarly work, and creative activities. We are pleased to offer small research grants to help offset the costs of performing research projects in all fields. Application deadlines for Fall, Spring, and Summer grants will be announced on the OUR website and through email announcements sent to the campus community.

The maximum amount of any single research award is $500, with a cap of $1000 during their time as a student. A student may receive only one research award per academic year. These funds can be used for supplies, consumables, and materials to conduct the research as well as for travel to/from research sites to work on projects. Funds can also be requested as stipends, primarily for students for whom research does not usually involve supplies or materials; and these stipends will be contingent on availability of funds and impact on a student's financial aid. Instructions on use of funds will be provided with the award notification.

Each application will be reviewed by at least two reviewers and feedback will be provided to applicants regardless of the award outcome. Grants will be awarded on a competitive basis. Considerations include quality and originality of the project, total cost of the project, and impact of project on future goals. Awardees are required to submit a report on their project to the OUR at the end of the semester. Awardees will also be required to make a presentation of their research at the OUR Undergraduate Research Day, which will be held during the Fall semester.

Incomplete applications will not be considered. Applications will be submitted through the Research Development Grant Portal.

Instructions

Applications should be prepared by students in collaboration with their faculty research supervisor. It is expected that the faculty supervisor will have read and approved the application.

These are the various required components of the application:
- detailed project description
- itemized budget
- list of other funding sources for which the student has applied or plans to apply
- list of any funding support available from the faculty supervisor
- statement on the impact of the research experience on the future career
- letter of support from the faculty supervisor, with the supervisor's signature

Explanation of Required Components of the Research Grant Application

Project description
In this section, you describe the research/scholarly activity. Your narrative should include the following:
- background information
- questions/motivation for the proposed project
- objectives of proposed project
- description of proposed work
- clear statement of the originality of the proposed work.

Itemized budget
An itemized budget shows a breakdown of the requested materials, with an estimate of their cost. This allows an easy assessment of the appropriateness of the requests, and illustrates the amount of thought that has gone into planning the project. It is not sufficient to simply show the total request. Even if you only need one item, that item must be listed.

If requesting a stipend, please justify the rationale for why a stipend is being requested in lieu of supplies or materials.

Here is an example of a generalized budget for a biology project:

Item	Cost
Chemicals	$105
Petri dishes	$100
DNA purification kit	$200
TOTAL REQUEST	$405

A project in the social sciences might have a budget looking something like this:

Item	Unit Cost	Total cost
Gift cards for participants	$10 each	$200
TOTAL REQUEST		$200

Here is an example of a generalized budget for a humanities project:

Item	Cost
Content reference work unavailable in UMD library	$150
Individual license agreement for online resource	$100
Travel to special collection for materials unavailable through UMD library interlibrary loan	$50 (mileage costs)
Photocopying	$25
TOTAL REQUEST	$325

Item	Cost
Stipend for Feb-May ($15/hour, 3 hours/week)	$450
TOTAL REQUEST	$450

Please note: The following items are not generally allowed by the OUR. Any requests for these should first be discussed with the OUR.

- permanent equipment (including computers)
- books (unless evidence is provided that they are not available in the UMassD library or by inter-library loan).

List of other potential funding sources
In this section, you should write about other sources of funding to which you could apply. We strongly encourage students to seek additional avenues of support. Finding other sources of funding will increase the money you can spend on your project, and will be an excellent addition to your CV. Success in obtaining funding from other sources will not change your eligibility for the OUR award.

List of funding support available from faculty supervisor
In this section, you should mention any grant support the faculty mentor has for the project you will be doing. Your application will not be compromised by the availability of existing support, but we do like to know about it.

Statement of the impact of the research on future career
This section is for you to show how the research/scholarly activity in which you engage will impact your future. It might be that it helps you with graduate school applications, or perhaps it will improve your chances of landing your dream job. You know why you are doing it, and we'd like to know too.

Letter of support from the faculty supervisor
Include a brief letter of support from the faculty member who is supervising your research. This letter should have the supervisor's signature.