

**OUR Summer 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 a competitive summer award to facilitate the full-time research activity of UMass Dartmouth undergraduates during summer. As with all OUR programs, research is broadly conceived and takes place in any and all disciplines.

Summer awards are primarily to support a stipend and/or living expenses of the research student (including on-campus housing if required and available), along with a small contribution for consumable materials or research-related travel.

Awards will consist of the following: a stipend; research support (including materials) up to $500; and on-campus housing where required and if available.

Be sure to complete the cover sheet and provide all requested information. Incomplete applications will not be reviewed.

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 by email ([our@umassd.edu](mailto:our@umassd.edu)) at the end of the summer. The Office of Undergraduate Research should be acknowledged on all presentations and publications which include results from the summer award work.

**Eligibility**

All UMass Dartmouth undergraduates who will re-enroll in Fall 2024 are eligible. Students graduating in May 2024 are not eligible for this program. Post-Bac students are not eligible.

If the project supervisor is not a tenured or tenure-track faculty member, the application should be approved and co-signed by the department chair.

**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.

The application must include:

* completed cover sheet (see page 5)
* 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
* brief explanation of why housing is required (for example, due to the nature of the research or student location)

**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.

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 |

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 that indicates the commitment of the supervisor during the summer and the relationship between the proposal and faculty expertise, In addition, the faculty letter should comment on the student’s potential for research and the potential for success of the particular project.

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Description automatically generated

**OUR Summer Research Grant Application Cover Sheet**

Name: Enter text here.

ID #: Enter text here.

Email Address: Enter text here.

Department: Enter text here.

Faculty Research Supervisor Name: Enter text here.

Faculty Research Supervisor Email Address: Enter text here.

Project Title: Enter text here.

Total Amount Requested: Enter text here.

Applicant Signature:

Faculty Research Supervisor Signature:

Do you need on-campus housing? Choose an item.

If yes, how many months of housing do you need? Choose an item.

Are you an Honors student? Choose an item.

(Optional) Please indicate if you are an underrepresented minority (i.e., student who identifies as Black/African American, Hispanic/Latino, Native American): Enter text here.

Checklist of items to include with application:

Completed cover sheet

Detailed project description

Itemized budget and explanation for needed items

List of other potential funding sources applicant is applying to

List of funding available by faculty supervisor

Statement of impact on future career

Letter from research supervisor

Brief explanation of why housing is needed (if applicable)

Save all items together in a single PDF document and submit the complete application to the OUR via email to [our@umassd.edu](mailto:our@umassd.edu). Incomplete or late applications will not be considered.

*Do not write below this line. OUR use only.*

Date received:

Approval date:

Approved amount: