Honors Research Grants

Application Deadline: Mon, 04/04/2016

APPLICATIONS DUE:
STUDENTS: MONDAY, APRIL 4, 2016 11:59 P.M.
FACULTY: FRIDAY, APRIL 8, 2016 11:59 P.M.

Honors Research Grants support a student’s own research project or creative work, under the guidance of a Faculty Sponsor. The program is designed to give students experience with the process of writing a grant proposal, and disseminating their work by applying to present (including submission of an abstract) and presenting at the annual Massachusetts statewide Undergraduate Research Conference.

AWARD

Grants may be approved for up to $1,000. Awarded funds will be transferred to the department of the student’s Faculty Sponsor. Grant funds are for direct costs only, for materials and activities directly related to the student’s project, and may not be used as a stipend or wage. Any equipment purchased with grant funds is the property of the University of Massachusetts and must remain on campus for use by other students in the Faculty Sponsor’s department.

ELIGIBILITY

Student applicants must be Commonwealth Honors College students in good academic standing (i.e., minimum cumulative GPA of 3.4), and must be juniors or seniors proposing to use the grant in connection with an honors thesis, honors project or honors independent study. Students from any academic discipline are encouraged to apply. Recipients must present their findings/progress at the annual Massachusetts statewide Undergraduate Research Conference (www.honors.umass.edu/undergraduate-research-conference).

Applications must be jointly submitted by students and their Faculty Sponsors. TAs and
Grad students may not serve as Faculty Sponsors.

**CRITERIA**

The application process is two-part, requiring both the student applicant and the Faculty Sponsor to submit materials. Applications must be submitted using the CHC online Fellowship/Grant System (FGS). The student must initiate the application. The student’s application must be accompanied by a grant proposal; **proposa** **l requirements** are outlined below. The Faculty Sponsor must review and comment on the student’s proposal before the student uploads the document. Since applications and proposals may not be revised online, students and their Faculty Sponsors must communicate regarding revisions before students submit their proposals. The Faculty Sponsor must upload a letter of endorsement and their CV, combined into a single document. See **instructions** below for important FGS submission information.

Checklist available at [https://www.honors.umass.edu/research/grantschecklist](https://www.honors.umass.edu/research/grantschecklist)

**PROPOSAL REQUIREMENTS**

Student applicants must upload a typed, single-spaced 6-page proposal that is formatted in MS Word or as a PDF document with the following sections (see section page limits below):

- **Background and Significance** - Provide an introduction that lays the framework for the research and describes why it is important and creates new knowledge. Use scholarly references to briefly review the research that has led to this study. (2-page limit)
- **Objective** - Exactly what are you going to do? This should be one or two sentences using action verbs like “develop, demonstrate, test, etc.” Also include a hypothesis, if appropriate. (1/2 page)
- **Methodology** - How will you accomplish the goals stated above? Include how you will collect data and analyze the data. What steps will you follow to carry out the project? Be clear about how you will be trained to accomplish the study and where the study will be carried out. Provide information to document that you have the experience to complete the project and that the necessary space and equipment is available to you. Be sure to provide sufficient details about the research environment that will demonstrate that the work is feasible. (2 pages)
- **Budget** - What is your proposed budget? Provide itemized breakdown, total of estimated cost, specify grant request - not to exceed $1,000 - and show other funding sources if applicable. Additional narrative justification may be provided if not explicit in Methodology. (1/2 page)
- **References** - All references used in the proposal should be cited. Check with your Faculty Sponsor to use the citation format appropriate for your field of study.

**INSTRUCTIONS**
Student applicants must file an application using the CHC online Fellowship/Grant System (FGS).

When registering in FGS, students must use their 8-digit **NUMERIC** SPIRE ID.

Since applications may not be revised online, students and their Faculty Sponsors must communicate regarding revisions before students submit their proposals.

**STUDENTS USE THIS LINK TO APPLY!**

http://honorsapp.honors.umass.edu/FELLOWSHIP/Account/LogOn

**IMPORTANT:** Once a student submits their proposal online, an automatic email will be forwarded to their Faculty Sponsor. Students should correspond with their Faculty Sponsors to be sure they use the correct email address in their application, otherwise the Faculty Sponsor will not receive notification.

Faculty Sponsors should follow instructions in that email to accept the student’s invitation. Faculty must then register (if they haven’t registered previously), log on to the FGS system, and upload their endorsement letter and CV (as one file).

Please note: Application information may be used for a press release.

**DEADLINES**

Online applications are accepted in mid-April for disbursement during the following fall, and in early October for disbursement during the spring.

The April deadline is for juniors applying for fall semester (when the students will be seniors). The October deadline is for juniors and seniors applying for spring semester.

The Faculty Sponsor deadline is three days after the student application deadline. Faculty Sponsors must submit their supporting documents online to complete the application.

*For additional information or questions, please contact:*
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**Apply Online**

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