



UNIVERSITY OF SAINT JOSEPH

CONNECTICUT

Student Research Grant Call for Proposals

Eligibility

1. Only undergraduate and graduate students currently enrolled in degree-seeking program at University of Saint Joseph may apply. Students must be at least half-time to be eligible.
2. Students must plan to complete their research prior to graduation.
3. Applicants are eligible to submit a maximum of two proposals to the Student Research Grant Program in each degree program (undergraduate), but no more than one will be funded. First time applicants will receive priority.
4. Individual applications are required for co-applicants on the same project. Each applicant must demonstrate how the applicant's work is a unique contribution to the larger project. Where possible, each co-applicant's application should request funding for expenses related to that applicant's work only.

General Information

1. Research grants may be used to support scientific investigation in any field.
2. Interdisciplinary research projects are encouraged.
3. A maximum of \$750 for Research and \$500 for Presentation per grant will be awarded.
4. Funding may be used for:
 - a. Library privileges at other institutions
 - b. Fees to archives, museums, and exhibits
 - c. Supplies and equipment for research endeavors
 - d. Travel to and from a research site
 - e. Books, slides, catalogues or multimedia materials
 - f. Photocopying, transcription, and publication costs

- g. Travel to academic professional conferences for presentation of research
- h. Incentives for study participants
- i. Other as approved by the faculty sponsor

5. Applications in the format provided are due in the Office of the Provost by 4:30 p.m. on October 11.
6. Applicants and the faculty sponsor will be notified by email as to the outcome of the application review no later than the first Friday in November.
7. Expense submittal: all expenses must be incurred before the close of the fiscal year June 30th. After review by the faculty sponsor, expense forms and receipts must be submitted to the Office of Academic Affairs by June 20th of the fiscal year.



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STUDENT RESEARCH GRANT/PRESENTATION APPROVAL FORM

This form should be completed by the student and signatures must be obtained before submission. Please attach a 2-4 page proposal structured as described in the research or presentation rubric, as appropriate, included with this call for submissions. Handwritten submissions will not be accepted.

Submission Date: _____

Student's Name: _____

Major: _____ Email: _____

Undergraduate: _____ Graduate: _____ Year in Program: _____

Faculty Sponsor: Name: _____ Department: _____

Telephone: _____ Email: _____

Research Project Title: _____

Project Director: _____

Project Dates: _____

Total Funds Requested (not to exceed \$750 for research grants and \$500 for presentation grants. Please note travel requests are calculated to and from the University of Saint Joseph.):

Will the project/research be executed with or without funding? _____

Was this project/research previously funded? _____

Is this proposal part of a group research?

Check one: _____ Implementation of Research _____ Presentation of Research

If IRB or IACUC approval is required, please indicate if the proposal is pending review



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IRB _____

IACUC _____

Approvals (If the research project involves two Schools, please obtain the signatures from the two Department Chairs and the two Deans.)

Faculty Sponsor

Date

Department Chair

Date

Dean

Date

Department Chair

Date

Dean

Date

Note: Proposal must be submitted to the Dean/s at least 48 hours prior to the deadline (October 11, 2024).



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Scoring Rubric for Student Research Grant

Applicant: _____ Research Project Title: _____ Reviewer: _____ UG _____ GRAD _____

Exemplary (4) - Specific and complete; clear and thorough ideas, which fully meet the criteria; **Adequate (3)** - Provides sufficient information as to how the criteria are met, but there are some inconsistencies; **Needs Improvement (2)** - Criteria are met minimally; limited information is provided; lacks focus and detail; **Inadequate (1)** - Does not meet the criteria, fails to provide information, provides inaccurate information, or provides information which requires substantial clarification as to how the criteria are met.

Instructions: Using a four-point rating system as defined above, please circle the number and provide comments, as needed.

Criteria	Exemplary	Adequate	Needs Improvement	Inadequate	Comments
Introduction and Background: Provides a clear background and introduction; the scope of the grant is in accord with the Mission	4	3	2	1	
Purpose: States a specific purpose and/or testable research question.	4	3	2	1	
Methods: Overall strategy, methods, and analyses are appropriate to accomplish the aim(s); variables to be examined are included; sample size and composition are described; outcome measures and tools are listed/explained: Protections for Human Subjects and/or Vertebrate Animals- IRB or IACUC approval sought	4	3	2	1	
Justification and Significance: The project addresses an important problem/concern in the field; successful completion of the project may enhance discipline knowledge/practice	4	3	2	1	
Innovation: Novel approaches or methodologies are used	4	3	2	1	
Budget and Period of Support: Budget and the requested period of support are fully justified and reasonable in relation to proposed research/project aim(s)	4	3	2	1	
Execution of Project: Need for resources to conduct research/project is indicated	4	3	2	1	
Investigators: Applicant is prepared to conduct the project; collaborators are well suited; support from faculty sponsors is noted	4	3	2	1	
Score of each criterion					
*TOTAL SCORE					*



Scoring Rubric for Student Grant to Support a Research Presentation

Applicant: _____ Reviewer: _____ UG _____ GRAD _____
 Research Presentation Title: _____

Exemplary (4) - Specific and complete; clear and thorough ideas, which fully meet the criteria; **Adequate (3)** - Provides sufficient information as to how the criteria are met, but there are some inconsistencies; **Needs Improvement (2)** - Criteria are met minimally; limited information is provided; lacks focus and detail; **Inadequate (1)** - Does not meet the criteria, fails to provide information, provides inaccurate information, or provides information which requires substantial clarification as to how the criteria are met.

Instructions: Using a four-point rating system as defined above, please circle the number and provide comments, as needed.

Criteria	Exemplary	Adequate	Needs Improvement	Inadequate	Comments
Introduction and Background: Provides a clear background and introduction; the presentation is in accord with the Mission	4	3	2	1	
Purpose: States a specific purpose for the presentation	4	3	2	1	
Justification and Significance: The presentation addresses an important problem/concern in the field; successful completion of the presentation may enhance discipline knowledge/practice	4	3	2	1	
Budget and Period of Support: Budget for the presentation is fully justified and reasonable	4	3	2	1	
Investigators: Applicant is prepared to present the project/research; support from faculty sponsors is noted	4	3	2	1	
Score of each criterion					
*TOTAL SCORE					*