

The Carl Frost Center for Social Science Research

CALL FOR PROPOSALS
FACULTY-STUDENT COLLABORATIVE RESEARCH

Each year with funding support from the President, the Frost Center offers grants to social science faculty to pay for research that engages faculty and student(s) in a highly collaborative manner. *Student roles must be integral to the research process.* The Center's Advisory Committee accepts proposals throughout the entire academic year and considers them in the order in which they are received. The Committee will consider applications until the funds are depleted, so there is an advantage to submitting a proposal early in the academic year. You may apply for funds for two years consecutive maximum with a third year off in-between proposals. Proposals will be evaluated in light of the following criteria:

Write a 2-3 page, single-spaced description of the proposed work which includes **(please use these headings in your proposal):**

1. **Project Summary:** Describe the project in lay terms including:
 - A. **Background:** knowledge of the content area including prior work by you,
 - B. **Goals and objectives:** your research questions and what you hope to achieve.
 - C. **Contribution to your field:** why your research is important and the line of scholarship you are following within your field.
2. **Research Methods:** describe the methods you will use in your investigation - be specific.
3. **Human Subjects Review Board Involvement:** identify whether your project requires HSRB approval and provide justification for any exemption.
4. **Student Role:** describe the collaborative nature of the project, the integral role of the student(s) in the research, and the value of the project to the student(s).
5. **Dissemination of Results:** provide a statement of how your project will be disseminated (e.g. conferences, publications).
6. **Timeline:** Provide a timeline for project completion.
7. **Budget:** Provide a narrative describing use of funds.

Proposals are more likely to be supported if...

- The majority of the amount requested supports student labor,
- The proposal presents a clear description of how the research will be used to procure additional external funding from other sources or how the funding will provide seed money to support a pilot project,
- The project includes funding commitments from other sources, or
- The research has a clear impact on the field of inquiry.

Proposals are less likely to be supported if they...

- Prioritize funding for equipment or supplies,
- Prioritize funding for travel,
- Require little student involvement,
- Represent ongoing or repeat projects, or
- Have little clear impact on the field of inquiry.

Please send your proposal to the Frost Center, pursuant to the following suggestions:

- The proposal should be 2-3 single-spaced pages, and provide enough information to give social scientists outside of your area an introductory understanding of the problem being addressed and how student researchers will be used.
- When computing student wage, please indicate the number of students, the number of weeks, the number of hours per week, and the hourly rate (suggested rate is \$8.00 per hour for college students).
- Indicate other sources of funding for this research project.
- Faculty/student teams receiving funding must present their findings at a Frost Center research colloquium. Additionally, an abstract of your research must be submitted to the Frost Research Center to be included in an online catalogue of Frost Center Grant projects (such as the abstract developed for the Hope College Undergraduate Research Celebration). Presentations at the National Council on Undergraduate Research, Hope's Research Celebration, or an appropriate disciplinary conference are also encouraged.

If you have any questions, please contact Laurie Van Ark at x7556. Additionally, all grant applicants are invited to attend the review of their grant in order to be available to the committee for questions. Please contact the Frost Research Center for meeting dates/times.

If the project takes more than a year, an update on progress will be required in order to continue the funding. Professors can apply for one or two year funding for their student assistant(s) with the maximum being \$2,000 per grant over the period of time specified.