

The Carl Frost Center for Social Science Research

CALL FOR PROPOSALS FACULTY-STUDENT COLLABORATIVE RESEARCH

Each year the Frost Center offers grants to social science faculty to pay for student collaborative research. Beginning with the 2011-2012 school year funds will be more limited than in years past, resulting in a more competitive and selective process for awarding these grants.

The Center's Advisory Committee will accept proposals submitted by October 14 in Fall 2011 and by February 15 in Spring 2012, with award notification made by October 31 and by March 1, respectively. You may apply for funds for two years consecutive maximum with a third year off in between proposals.

Because the process will be more competitive the requirements for submitting proposals have been revised to ensure applicants understand and address key proposal requirements, resulting in robust proposals.

Write a comprehensive and clear description of the proposed work which includes **(please use these headings in your proposal):**

1. **Summary:** Provide a brief overview of the project in lay terms
2. **Background:** Describe the rationale for your project and the background literature related to your project including your own research
3. **Project Importance:** What will this research contribute to the body of knowledge in your field?
4. **Goals and objectives:** State clearly the goals and objectives of your project, including the ways in which you will assess whether they have been achieved
5. **Research Methods:** describe in detail the research design, sample of participants, if relevant, and the procedure you will use to conduct the study, how you will collect your data, what methods you will use, and how the findings will address your original goals and objectives
6. **Student priority:** describe the level of student involvement in every phase of the project, and describe the role/responsibilities that the student will have and how the student will contribute to the success of the project
7. **Student Outcomes:** explain the qualifications of the student who will be working on your project, why the student is motivated to work on your project, and what the student will learn from his/her involvement
8. **Human Subjects Review Board Involvement:** identify whether your project requires HSRB approval and provide justification for any exemption; specify whether you are secured HSRB approval or whether this is still pending.
9. **Evaluation:** Describe what outcomes of your project you will use to assess the success of the project, including a plan for dissemination of the results
10. **Timeline:** Outline a timeline for the project, especially with respect to student involvement. List target dates for important phases in the research process, such as when data collection will begin and end. If specific student responsibilities and tasks are cited within the timeline, we can better evaluate how the student will contribute to the research in terms of both time and effort.
11. **Budget:** brief narrative describing use of funds

Please send your proposal to the Frost Center. Proposals will be evaluated in light of the following criteria:

1. A concise, clear and complete proposal addressing each of the eleven components cited above.
2. Priority will be given to proposals that demonstrate the greatest levels of student engagement in the entire research process, from conceptual design, including the development of hypotheses, to dissemination of findings.
3. Significance of the project to the field of study.
4. Significance of the student learning from participation in the project.
5. Adequacy of the project design and timeline to produce the projected outcomes.
6. Funding will be conditional on HSRB approval if it is deemed necessary for the nature of the project.

Other items to consider in developing your proposal are:

- 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 – please note that in summer, you need to include FICA 7.65%).
- Indicate other sources of funding for this research project.
- Faculty/student teams receiving funding must present their findings at a Frost Center research colloquium. Presentations at the National Council on Undergraduate Research, Hope's January Research Celebration or an appropriate disciplinary conference are encouraged. Funding for outside presentations is not supplied through these grants.

If you have any questions, please contact Laurie Van Ark at x7556.

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 a one or two year funding for their student assistant with the maximum being \$2,000 per grant over the period of time specified.