

Wichita State University  
Graduate School, Jardine Hall 107

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**DELANO MAGGARD, JR. GRADUATE RESEARCH GRANT**

**General Guidelines:**

Monies from the Delano Maggard, Jr. Graduate Research Grant are to be used for the support of graduate students in their conduct of independent research and investigation in their field of major interest to discover information or perfect existing knowledge.

Applications and accompanying proposals will be evaluated on their relationship to implementing the proposed investigation. Four grants, maximum of \$300 each, will be awarded each spring and fall semester

The following guidelines establish criteria to assist the judging of submitted requests for the grants.

1. The application for this grant must be received at the Graduate School no later than the **first Monday in October for the fall** semester, or the **first Monday in February for the spring** semester. Funds will not be awarded after thesis/dissertation is defended, or the terminal project is graded.
2. Students must have been formally admitted to the Graduate School in full standing in a degree program, and cannot be on probation.
3. Successful applicants must have enrolled as a graduate student for at least the previous semester prior to the semester or term of a possible award.
4. Successful applicants are expected to have satisfactorily completed with grades of "B" or above those "tool" courses dealing with research or investigative methodology in the area in which the activity is to be conducted.
5. The submitted application must include a proposal that meets the guidelines specified, be supervised by a graduate faculty member, and have been approved by the department.
6. The proposed activity is to be accomplished within a two semester period.
7. Grant monies cannot be used to provide financial support for expenses that graduate students could have funded through their department or program resources, such as (list not inclusive): data processing time, typing or computer supplies, copying, printing and/or library materials. Since not all departments or programs allocate money for these types of student expenses, the application may request funding for the items not covered by their particular department/program.

8. Grant monies will **not** be provided for the payment of salaries of any type. Grant monies will **not** be provided for the preparation, submission or publication of proposals, theses, monographs, articles, books, etc.

Applications will be reviewed by a committee of graduate faculty, including the Assistant/Associate Dean of the Graduate School, who will serve as chair. The review by this committee begins with the assumption that the project for which funding is requested is “worth doing,” implicit in the approval of the supervising faculty member and department chair or graduate coordinator. The result of the committee’s review, recommendations, and conditions of the award will be transmitted to the applicant in a letter from the committee chair.

**Proposal Guidelines:**

1. Complete an Application for a Delano Maggard, Jr. Graduate Research Grant.
2. Submit a proposal that meets the following requirements.
  - a. Research or investigative project that will discover information or perfect existing knowledge.
  - b. Written concisely and in language consistent with the discipline.
  - c. The proposal will be evaluated on the following components:
    - i. Purpose
    - ii. Problem statement
    - iii. Hypotheses (questions or objectives to be answered)
    - iv. Methodology or procedures – including instruments and subject selection and use
    - v. Evaluation measures (where appropriate)
  - d. If the proposed research involves human or animal subjects, a copy of the approval from the WSU Institutional Review Board or Animal Care and Use Committee must accompany the grant application.
3. A budget specifying the manner in which the grant monies will be used is required. If the request is part of a larger budget, **highlight** those items and expenses to be borne from the Delano Maggard, Jr. Graduate Research Grant. Each item in the budget should reflect the cost requested. For example: “mailing – 100 pieces @ .25 - \$25.00”, **do not simply say** “mailing -- \$25.00.”
4. Prepare a **one page** personal resume (form attached) to provide the committee with knowledge about the applicant.

**DELANO MAGGARD, JR. GRANT**

Application for Research Grant

Return to: Delano Maggard, Jr. Graduate Research Grant  
Graduate School  
107 Jardine Hall, Box 4  
Wichita State University  
Wichita, KS 67260-0004

Please type or print neatly.

Legal Name \_\_\_\_\_  
Family Given Middle

myWSU ID \_\_\_\_\_

Local Address \_\_\_\_\_  
Number & Street City State Zip

Daytime Telephone (\_\_\_\_) \_\_\_\_ -- \_\_\_\_ Other Telephone (\_\_\_\_) \_\_\_\_ -- \_\_\_\_

Program/Department \_\_\_\_\_ Advisor \_\_\_\_\_

Descriptive Title of Project \_\_\_\_\_

Estimated Date of Completion \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant Date

Approved \_\_\_\_ \_\_\_\_\_  
Disapproved \_\_\_\_ Signature of Supervising Faculty Date

Approved \_\_\_\_ \_\_\_\_\_  
Disapproved \_\_\_\_ Signature of Department Chair, **or**  
Program Chair, **or** Graduate Coordinator Date

Approved \_\_\_\_ \_\_\_\_\_  
Disapproved \_\_\_\_ Signature of Awards Committee Chair Date

Amount Awarded \$ \_\_\_\_\_

