Undergraduate Student Research Grants
Application Information

The Dorothy and Bill Cohen Honors College administers funding for Undergraduate Student Research Grants, which are grants of up to $1000 each to support student research and creative/performance projects with the intent to distribute the information to a wider audience.

Eligibility: Undergraduate students from any discipline who meet the following criteria are encouraged to apply:
1. Must be a sophomore, junior, or senior (by credit hour) with a college GPA of at least 2.5
2. Must have at least two semesters remaining at WSU, including the semester in which they apply for the grant (i.e., a senior graduating spring 2014 would be eligible to apply in fall 2013).
3. Must be a full-time student with a declared major
4. Must have a faculty research mentor who is willing to submit a statement in support of the project
5. Must not have received funds from this program in the past

Note: Preference is given to students whose projects are not currently receiving funding from another source (e.g., faculty mentor grants).

Deadlines: Grants may be submitted beginning September 1. Applications will be reviewed every 2 weeks by a committee of faculty from a variety of backgrounds and disciplines. The application cycle closes March 15.

Submission Instructions: Applications will be received online. This form cannot be saved, so we suggest you create your proposal in a separate document and then paste this into the application form. You and your faculty mentor will submit any additional documentation necessary to undergraduateresearch@wichita.edu.

The application includes 8 required sections, and 1 supplementary sections:
1. Student Information
2. Faculty Information
3. Proposal
4. Budget Justification
5. Timeline
6. Literature Review
7. Agreements
8. Faculty Mentor Letter of Support
9. (Supplementary Documentation for Travel Requests)

Note: The faculty mentor letter of support must be emailed to undergraduateresearch@wichita.edu before your application can be reviewed by the committee. It is your responsibility to ensure that your mentor sends the letter.

Grants: Up to $1,000 is available. Typically, grants can be used for travel in direct support of the research project (e.g., books, field sites, museums, historic sites), as well as most materials and equipment. When applicable, all purchases (e.g., leftover materials and equipment) must remain at WSU after the project is completed as property of the mentor's department. Grants MAY NOT be used for stipends.
Terms: If awarded, the student-faculty team agrees to the following:

1. Funds must be used within one year from the date of the award.
2. Students will complete the appropriate Collaborative Institutional Training Initiative (CITI) training.
3. Students will follow all necessary IRB and Institutional Animal Care and Use Committee (IACUC) compliance requirements when applicable.
4. Grant recipients will present or publish the results at the Undergraduate Research and Creative Activities Forum, held annually in the spring. Students are encouraged to pursue additional external opportunities as well.
5. Grant recipients are expected to participate in undergraduate student research workshops and programming whenever possible.
6. Grant recipients must acknowledge the WSU Undergraduate Student Research Grant in any presentations or publications that result from the research conducted through the grant.

Judging Criteria: The review committee will consider the following during the selection process:

- **Appropriateness of Budget** - The requested budget is justified and necessary for the completion of the project.
- **Mentor Support** - The mentor endorses the project and assures the reviewers that no other funds exist for parts/all of the project.
- **Strength of Proposal** - Proposals must be clear, concise, and understandable for faculty from a wide variety of backgrounds.
  - Strong proposals will also meet the following criteria:
    - *Clear focus or central research question:* The grant explicitly states what the project will accomplish. There is a clear central idea, hypothesis, or objective.
    - *Sound methodology:* Methodology clearly conveys how the project will be executed and how data/information will be obtained.
    - *Contribution to the field or discussion of potential impact:* There is an explanation of (1) the significance or use of the project, (2) the worth of the project and (3) what new knowledge, understanding, or insight will be gained.
- **Timeline/Plan of Work** - The student outlines the time necessary to complete the project successfully and the project can be reasonably completed in that time.

For more information, contact:
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