

Arts and Sciences Dean's Undergraduate Research Grant Instructions

Grants are available from the Dean of the College of Arts and Sciences and University College to support undergraduate research projects or creative work. The work must be done under faculty supervision. Applicants should indicate the period of time the grant is meant to cover (for example, semester, academic year, or summer). *Students must be enrolled in the Camden College of Arts and Sciences or University College–Camden throughout the period covered by this grant. Funding cannot be offered to students to support research after graduation.*

Applicants should include:

- The signature page;
- The application form;
- A proposal (two pages total) that includes:
 - a statement of the problem to be studied,
 - specific aims of the project,
 - a description of the utility of studying this issue (i.e., what are the applications of this research?),
 - a brief overview of the relevant research that informs the project,
 - an explanation of the methodology to be employed,
 - a timeline for completion of the project, and
 - expected outcomes for the project;
- A list of the literature supporting the proposed research (one page total);
- A professional statement that details how this grant will promote your future plans (250 word maximum);
- A copy of your transcript (an unofficial copy will suffice);
- A letter of support from the faculty member who will supervise your project; and
- A detailed budget explaining how funds will be used (the maximum amount available is \$750).

Be careful to avoid discipline-specific jargon; not all of the grant reviewers will be from your field of study. Be sure to indicate both your knowledge of the topic to be studied and the relevance of this issue to people outside of your field. Students should indicate the extent to which they have experience already doing the sort of work they are proposing (e.g., past experience working with this mentor, class experience, other qualifications) and what they hope to gain from engaging in this research (e.g., experience that will help prepare you for graduate study).

Incomplete applications will not be reviewed by the Research and Funding Committee.

If awarded, you will receive specific instructions on how to work with your departmental support staff to charge expenses. ***Do not charge expenses prior to receiving the grant, as they will not be reimbursed.***

Students who receive the Dean's Undergraduate Research Grant are required to present their research at the annual Celebration of Undergraduate Research and Creative Activity (CURCA), which will be held on Thursday, April 18, 2024.

Arts and Sciences Dean's Undergraduate Research Grant Application Checklist

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- ❑ The application form;
- ❑ A proposal (two pages total) that includes:
 - ❑ a statement of the problem to be studied,
 - ❑ specific aims of the project,
 - ❑ a description of the utility of studying this issue (i.e., what are the applications of this research?),
 - ❑ a brief overview of the relevant research that informs the subject,
 - ❑ an explanation of the methodology to be employed,
 - ❑ a timeline for completion of the project,
 - ❑ expected outcomes for the project,
- ❑ A list of the literature supporting the proposed research (one page total);
- ❑ A copy of your transcript (an unofficial copy will suffice);
- ❑ A professional statement which discusses how this grant will promote your future plans (250 word maximum);
- ❑ A letter of support from the faculty member who will supervise your project; and
- ❑ A detailed budget explaining how funds will be used (the maximum amount available is \$750).

Be sure that you have submitted all parts of the application together in one packet; **incomplete applications will not be reviewed.**