**College of Education**

**University Research Grant Program**

**Application for (select one):**

**Research Fellowship Grant**  **External Grant Development**

**First-Year Faculty Grant**

**PI: Dept/School:**

**Tenure Status: First-Year Faculty? Y/N**

(pre-tenured/tenured)

**Co-PI: Dept/School:**

**Tenure Status: First-Year Faculty? Y/N**

(pre-tenured/tenured)

Provide a descriptive title that concisely captures the intent of the project.

**Project Title:**

**Approved IRB Protocol:**

Please see guidelines, page 3

**Date project will begin: Date project will be completed:**

**Does this proposal request salary be paid to the researcher(s)? Yes**  **No**

**If yes, state the month(s) within the fiscal year between September 1 & June 30 for payments**:

Example: Equal payments split between September, October, November, and December

**Total Amount Requested:**

$5,000

**Project Abstract:**

Provide a 250-word abstract that summarizes the purpose, goal and/or research questions and the intended project activities and outcomes.

**Signatures**

|  |  |  |  |
| --- | --- | --- | --- |
| **Principal Investigator:** |  | **Date** |  |
| By signing, I affirm that this project is not funded by another source. I will submit professional outcome  forms by October 1 for two years. I understand that failure to submit the actual professional outcomes report by the due date will make me ineligible for future URG competitions for a period of five years. | | | |
| **Department Chair/**  **School Director:** |  | **Date** |  |
| **Co-Principal Investigator:** |  | **Date** |  |
| By signing, I affirm that this project is not funded by another source. I will submit professional outcome  forms by October 1 for two years. I understand that failure to submit the actual professional outcomes report by the due date will make me ineligible for future URG competitions for a period of five years. | | | |
| **Department Chair/**  **School Director:** |  | **Date** |  |

**Project Narrative (5 page maximum)**

**Project Title:**

Provide a descriptive title that concisely captures the intent of the project.

**Purpose:**

Explain what the study is about and state your research question(s). Explain how the research questions are tied to the study’s purpose and how it will add to the literature as described in your literature review. Explain how your study’s results will affect the intended population. Summarize all key aspects of the study within the purpose (details are included in subsequent sections).

RFP overview **(for External Grant Development only)**: Explain the purpose of the study, include research questions, and potential impact. In addition, for External Grant Development, adequately describe RFP, funding agency, amount requested, and deadline for submission (link or attach current or past RFP instructions, if future RFP not available yet). Grants must be over $150,000.

**Literature Review:**

Describe how your project is connected to research or theory in your field.

Identify, for your reader, the gap in existing research that your study intends to fill, including both seminal research affecting your line of inquiry/research question(s), and up-to-date research. Describe the theory, theoretical concepts or research paradigm, research-based models, or practical rationale through which the outcomes of the study will be interpreted.

**Note**: Use “Author” or “Author, et al” when referring to your own work or that of you and colleagues so as to permit a blind evaluation of the proposal

**Methodology:**

Describe the project, participants, research design, setting, procedures, etc. and provide a rationale for the methodology, techniques or modes of inquiry.

Describe and justify the kinds of data your chosen methodology and tools & procedures (e.g., data sources, evidence, objects, interviews, surveys, standardized assessments, criterion referenced assessments, databases, images, documents, etc) will generate to answer your research question/s and why these data sources are appropriate to the proposed project/research question(s).

Describe your data analysis approach(es) and how they will be used to analyze data sources. Explain the appropriateness/ utility of your data analysis approach(es) in terms of the anticipated results that your analysis techniques are expected to yield.

**Detailed Budget:**

Provide a detailed statement of the personnel (faculty salary, civil service hours, graduate assistant, or student help) or the operation costs (contractual, travel for data collection, commodities, printing, postage, equipment, computer software or services). For each budget item for which funds are requested provide the estimated cost bases (e.g., hours and rate of pay).

**Note**: Faculty may request URG dollars for travel to collect and analyze data, but not for dissemination of findings. Funds to support External Grant Development may be used to meet with Program Officers, collaborators, or research site.

**Note**: No URG money can be spent on incentives, stipends, or food for participants. Incentives are considered gifts, which are not allowable with URG money.

**Note**: Requests for mobile or computing devices under $750 must be reviewed with the Associate Dean for Partnerships, Grants, Graduate Programs, and International Opportunities prior to submission.

**Budget Narrative:**

Provide an explanation of how each item supports the proposed research or scholarship activities. Explicitly link each budget item/expenditure to the project’s goals in the justification of that item in the narrative. Provide a clear justification for using grant funds for faculty salary.

**Note**: The College Research Committee may recommend budget adjustments.

**Professional**

Describe your anticipated professional outcomes for Years 1 and 2. In projecting outcomes, applicants should include results likely to occur within two years from the date of the award. The anticipated professional outcomes must be realistic yet consistent with the highest academic standards for scholarly productivity and may include (but are not limited to) presentations, publications, manuscript submissions, external grant proposal submissions, grant resubmissions, or other recognized scholarly outcomes.

**Note**: The actual outcomes of the RF, EG, & FY URG-funded activities are reported on Professional Outcome Forms submitted at the end of Year 01 and 02. The outcome forms are due on October 1 in each of the two years following the award and identify all scholarly results of work funded by the grant.

**Outcomes**

**& Dissemination:**

**References**

Provide a complete reference list.

**Note**: Use “Author” or “Author, et al” when referring to your own work or that of you and colleagues so as to permit a blind evaluation of the proposal