

Allegheny College
Funding For Student-Faculty Research from the Dean of the College

Funding is available through the Dean of the College for student-faculty research in all disciplines. To apply, students should send a written proposal, following the guidelines shown below, to the Dean of the College, along with a supporting memo from the faculty member involved. The proposal length should not exceed 2 pages of text; the faculty memo need not be lengthy; one or two paragraphs should be sufficient. Funds will be awarded on the basis of the criteria outlined below.

Application Due Date

The Dean of the College office should receive applications by March 31.

Student Stipends

The maximum amount is \$300 per week for working 35-40 hours per week for a maximum of 10 weeks. Students may not receive a stipend for work that is specific to the Senior Project. However, students may receive a stipend for research that leads into the Senior Project. In addition, students may apply for research expenses, regardless of whether or not the work is directly applied to the senior project.

Reporting Requirements

All students receiving summer research funding and/or internship support from the College are required to complete the following items:

Due Date	Item
September 15	Thank you letter to the donor(s) of the funds that supported the project
	Summer research survey form to Dean of the College
Early October (specific date to be determined yearly)	Poster presentation of the summer experience, including any results to date. Poster should show what the student(s) did and results of the work to date. If the project is ongoing, this poster can be treated as a progress report and does not need to show all of the final conclusions/products.

Summary of Review Criteria

- Clear statement of goals and what will be accomplished
- Context of project – is project well defined and is there a broader context in field of study?
- Methods – are methods specified?
- Time line – can the project be completed in the proposed time frame?
- Outcomes – are there specific products outlined for the project?
- Budget – are items in the budget justified? Can the project be completed within allowable budget constraints for a given fiscal year?

See reverse side for detailed proposal guidelines.

Proposal Guidelines and Criteria

The guidelines listed below are adopted from the following sources: National Endowment for the Arts, National Science Foundation, Sigma Xi, and National Institutes of Health.

Goals

State your research goals clearly. What do you hope to accomplish with funding for this project?

Background

Write a brief background that provides context for the proposed project. What is the significance of the proposed project and how does the project relate to your educational objectives? This section should be written so that someone from outside of your field can understand the context of your project.

Methods

How will you accomplish the project? List or briefly describe the approach, techniques, data collection methods, etc. Briefly state when and where (on or off campus) the proposed work will be done. Write this section so that someone from outside of your field will clearly understand your methods.

Outcomes and Dissemination

Briefly describe what you will do to share the results of your project, in addition to participation in an annual student-faculty research poster symposium on campus. Possible outcomes include, but are not limited to, senior project (including presentation of work at the senior project symposium), presentation at a professional conference, public showing or performance of work, web page development, and publication.

Budget

Provide a detailed budget with justifications for expenses. Clearly indicate and separate stipend amounts from other project expenses. Also, indicate whether the student(s) are receiving funding from other sources (department, faculty grants, etc.).