

## Marist College Student Research Grants

Marist encourages student involvement in research and scholarship as one of the most effective approaches to learning. Our faculty are dedicated to interactive learning and collaboration, and support student efforts to pursue research and creative projects. The College has established a fund to assist students in pursuing scholarly projects under the guidance of a faculty member. Students are encouraged to seek funding from their individual department or school where possible prior to applying for a Student Research Grants. Grant awards will rarely exceed \$500.

A completed Student Research Grants application includes:

- Request form with faculty member endorsement and dean signature
- Project description (not to exceed two pages)
- Proposed budget

Eligible students must have:

- A minimum GPA of 3.2
- Received no more than one prior Student Research Grant
- Approval and consent of supervision from a full-time Marist faculty member

Eligible projects for funding will typically include:

- Travel funds to conferences, regional libraries, museums, or approved educational institutions for the purposes of conducting research or presenting findings. Travel reimbursement will be made according to the guidelines put forth by the Business Office.\*
- Copying, printing, telephone or communication expenses relating to the presentation of findings or delivery of papers.
- Books, software, small equipment, materials and expendable supplies, laboratory technology, and media supplies to be purchased in support of the project. All materials remain the property of Marist College.
- College residential housing costs during the time research is being conducted (summer only) if available.

Guidelines for use of award:

- Student researcher/investigators cannot receive salary/wages from a Student Research Grant.
- The use of human subjects or the generation of hazardous wastes must receive pre-approval from the School Dean and the necessary college committees.
- Students who receive a research grant award are required to present the results of their work at Marist's Annual Celebration of Undergraduate Research, Scholarship, and Creative Activity (CURSCA). The next annual celebration will be held on April 22, 2009.

Please provide 10 business days for review. Incomplete applications will not be considered.

\*See *Business Travel and Other Expense Reimbursement Policies Handbook*, published by the Marist College Business Office.

**Marist College Student Research Grants  
REQUEST FORM**

**STUDENT INFORMATION**

Student Name: \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_  
 Local Phone: \_\_\_\_\_ Major: \_\_\_\_\_  
 Address: \_\_\_\_\_ Email: \_\_\_\_\_  
 Current GPA: \_\_\_\_\_ Date of previous Grant: \_\_\_\_\_

**Type of Research Activity (ex: conference presentation, primary research, etc.):** \_\_\_\_\_

Is this activity for a regularly-scheduled class?  yes  no  
 If so, which one: \_\_\_\_\_  
 For conference presentations:  
     Name of Conference: \_\_\_\_\_  
     Conference Dates: \_\_\_\_\_  
 For research projects:  
     Expected Beginning Date of Research: \_\_\_\_\_  
     Expected Date of Completion: \_\_\_\_\_  
 Does the research involve human subjects and require  
     Review by the Institutional Review Board?  yes  no

Please provide information on other student researchers involved in this project:

| Name | Major | Year in School |
|------|-------|----------------|
|      |       |                |
|      |       |                |
|      |       |                |

**PROJECT DESCRIPTION**

On a separate sheet of paper, please attach a one- to two-page summary of your project including: 1) A summary of your research project, and 2) Why you are requesting a research grant. Please clearly indicate how you will be spending your grant award. If you intend to attend a conference, **please attach a conference announcement and itinerary.**

**PROPOSED BUDGET**

On a separate sheet of paper, please attach an itemized budget for the entire project. Please identify all anticipated expenses, identify any anticipated support that may come from other sources, and provide a total amount requested from the VPAA.

**Student Applicant's Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Faculty Research Mentor/Supervisor(s):** \_\_\_\_\_  
 (mark primary supervisor with \*) \_\_\_\_\_

I have read the grant proposal of the above student and believe it has merit to warrant the awarding of college funds. I fully support and endorse this project and agree to serve as the primary supervisor of the work during the academic year.

\_\_\_\_\_  
*Faculty Signature* *Date*

\_\_\_\_\_  
*Dean Signature* *Date*

**Please submit the completed application to:  
 Student Research Grants  
 Marist College, LT 128  
 3399 North Road  
 Poughkeepsie, New York 12601**