

## Marist College Fellowship Grants for Undergraduate\* Research Programs

Marist expects and supports the scholarly and creative activities of its faculty and 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 for the purpose of assisting students in pursuing scholarly projects under the guidance of a faculty member. Undergraduate students in all academic schools are invited to apply. Students are encouraged to seek funding from their individual department or school where possible prior to applying for a Fellowship Grant. Grant awards will typically range from \$100 - \$500.

The Fellowship Grant application includes:

- Request Form with Faculty member endorsement and Dean signature
- Project Description (no more than 500 words)
- Proposed Budget

Eligible students must have:

- a minimum GPA of 2.5
- received no more than one prior Fellowship Grant
- approval and consent for supervision from a full-time Marist faculty member

Eligible projects for funding will typically include:

- Travels 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 Fellowship Grant
- The use of human subjects, animals, 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 18, 2007.

\* graduate research grants are available on a limited basis, please contact the office of the Academic Vice President for more details.

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

## Marist College Undergraduate Research Award REQUEST FORM

### STUDENT INFORMATION

Student Name: \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_  
 Local Phone: \_\_\_\_\_ Major: \_\_\_\_\_  
 Address: \_\_\_\_\_ Email: \_\_\_\_\_

Project Name: \_\_\_\_\_

Expected Beginning Date of Research: \_\_\_\_\_

Expected Date of Completion: \_\_\_\_\_

Is this research for a regularly-scheduled class?  yes  no

If so, which one: \_\_\_\_\_

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 the project:

Name	Major	Year in School

### PROJECT DESCRIPTION

Please attach on a separate sheet a statement of goals and objectives for the project. This should include a scheduled outline for how the project will be completed, anticipated results or outcomes, and an explanation of how the results will be evaluated. Explain why you are interested in this project and how the grant award will help you achieve your academic goals. Include any plans for outside presentation or publication. This should not exceed 500 words.

### PROPOSED BUDGET

Please attach on a separate sheet an itemized budget for the entire project. Identify total amount requested.

### STUDENT SIGNATURE

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

### FACULTY MEMBER ENDORSEMENT

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:  
 Undergraduate Research Program,  
 Lowell Thomas 128, Marist College,  
 3399 North Rd, Poughkeepsie, NY 12601**