**Shuler Research Mini-Grant Application Guidelines**

The online application consists of the following six sections, an unofficial copy of your transcripts, and a faculty mentor recommendation. Answers should be concise and written in a language that is clear to readers outside of the applicant’s discipline.

1. **Project Description (500 word maximum)**

Enter a concise description of your proposed project that addresses the following:

1. Clearly state the research question. Make sure your project is feasible in a short timeline.
2. Explain the significance of the project to you and the university, and how it attempts to make a unique contribution to the academic discipline.
3. Provide a brief context of related research or work that has been conducted.
4. Describe the research methods or creative techniques that will be used for this project including a justification of why these techniques will be used.
5. State expected conclusions or results.
6. Include text only (no images or graphics).
7. The description should be well-written, well-organized, and free of spelling and grammatical errors.
8. **Role of Participants (200 word maximum)**

Share why you have selected the particular mentor you have named in your proposal and what each of your roles will be in the project.

1. **Timeline**

Layout a reasonable schedule for your research project. Include when your research activities will take place and the order in which they will occur.

1. **Dissemination**

How will you share the results of your research? Please include any publication or presentation opportunities you plan to pursue. **Please note:** All awardees are required to present at the Undergraduate Symposium, but students are also encouraged to seek out other publication and presentation opportunities.

1. **Investigator Biography (200 word maximum)**

Please describe how your personal and educational background has prepared you to successfully complete this project. Include:

The National Institute of Health provides the following tips for grant writing:

1 Make your project goals realistic.

2 Be organized and logical.

3 Write in clear and concise language.

4 Sell your idea on paper.

5 Edit yourself and enlist the help of others.

6 Share your proposal with others for comments.

1. Experiences that have prepared you for this project
2. Training you have received that makes you qualified to use and practice the methods listed in your project description
3. Your personal goals and desired learning outcomes for this project
4. **Budget**

List the estimated cost for each expense. Provide a short justification for all of your expenses. Also, please note any other financial support you have secured or expect to receive for the project.

Example:

Item 1 (6 @ $20ea): $120 – needed to run samples

Item 2 (1 @ $300ea): $300 – training for equipment

**Total Request: $420**