Graduate Student Research Grants
FY 2016 Deadlines: October 15 and March 2

Requests are reviewed only twice during the academic year. If a request is submitted after the October 15 deadline, it will be reviewed for the March cycle. No requests will be considered after March 2.

The student must apply for these research funds.

- These grants support individual or collaborative research. If the research project is collaborative, individual researchers may not submit individual requests.
- Grants will only pay for operating expenses (e.g., paper, duplicating, mailing, special equipment, lab equipment, chemicals, software, and travel necessary to conduct research).
- Grants will not pay for thesis binding, salary stipends, or conference travel.
- A faculty member must endorse the research.
- Grants will not be made for more than $500.
- A student may only receive a maximum of two student research grants. If a second grant is requested, it must be for an entirely new project, not an extension of the first.
- A student may apply for a time extension if the research has not been completed, but additional funds will not be awarded.
- Graduate students should submit requests for conference travel to the Graduate Office on the appropriate application form (http://www.emporia.edu/grad/policies-forms/forms.html).

Grant requests MUST include the following information:

1. Summary of the research project.
2. Approved Human Subjects or Animal Utilization form, if applicable.
3. Delineated list of requested equipment/material and cost, including time period for which funds are requested, up to a maximum of one year.
4. Name of the journal or conference to which the student will submit the presentation of this research. Please include a copy of the manuscript if the research has been accepted for publication.
5. Description of the involvement of the faculty member (signature required on following page).

Submit grant request to: Research and Grants Center, Plumb Hall 313F, Campus Box 4003.

http://www.emporia.edu/research/faculty-and-student-support/
1. Provide a summary of the proposed research project (2 pages or less).
2. If appropriate, attach a copy of the approved Human Subjects or Animal Utilization form and approval letter.
3. Provide a delineated list of equipment/material and cost of each item, including the time period for which funds are requested, up to a maximum of one year.
4. Provide the name of the publication or conference to which this research will be submitted, and include a copy of the accepted manuscript if available.
5. Describe the involvement of the faculty member in this research.
6. A final report must be submitted to this office by the date given in the award letter.

Department:

Name of faculty sponsor:

Signature of faculty sponsor: ______________________________ Date

Signature of student: ______________________________ Date

Submit the proposal to: Research and Grants Center
Campus Box 4003, Plumb Hall 313F

For R&G use only:

Approved: _____ yes _____ no Banner Index: Graduate 710202

Date: ______________________________

Amount Awarded: ______________________________ Expires: ______________________________

Approved by: ______________________________ Report due: ______________________________

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