

Undergraduate Research Assistants
Call for Proposals

Southern Connecticut State University is pleased to announce that funds are available to support undergraduate research assistants for full time faculty members during the **Summer or Fall 2021**. This initiative, Undergraduate Research Assistants, is funded by the SCSU Office of the Provost. Up to 5 grants of up to \$3,000 will be awarded to Faculty Members to support one or more undergraduate research assistants to assist with said faculty members' research in any academic discipline represented on the SCSU campus. **Please note that only proposals that incorporate research intended to facilitate an application to an external funding agency will be considered. A proposal targeting any external funding agency will be considered. However, the proposal must state which funding agency and which of their grants is the proposed target and the due date of the proposal.**

Faculty members who wish to apply for this grant can submit proposals stating the objectives of the research project on which they plan to employ undergraduate assistants, stating exactly what the responsibilities of such students will be, and they will include an itemized budget for one or more research assistants. The budget may include line items such as a stipend for students, travel expenses for students, and the cost of equipment and/or supplies to be used by the student research assistants. Equipment and any leftover supplies will remain the property of Southern Connecticut State University. **Please note that research must incorporate and adhere to all current SCSU and CSCU Covid-19 protocols.**

The purpose of this program is to support a research experience for undergraduates to support faculty research.

Eligibility:

To be eligible, a faculty member must:

- be a full-time tenured or tenure track faculty member at SCSU;
- have completed one full year as a full-time faculty member at SCSU by the start of Fall semester 2021;
- have a research project that would benefit from the support of undergraduate research assistants.

For projects involving human participants or animal subjects, approval from the SCSU Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC) must be obtained before submitting the proposal and evidence of approval from IRB and/or IACUC must be submitted with the proposal.

To apply:

The application must be submitted **via the Quali portal using this link:** ([Faculty Application for an Undergraduate RA](#)) by 4:00 p.m. on **Monday May 3rd**. Incomplete applications will not receive consideration nor will late applications.

The electronic application will require:

1. Identifying information as a cover sheet
 - a. Including selection of either summer or fall as the period of the grant.
2. A pdf of your Statement of research: **using a maximum of five pages** (single-spaced, 12-point Times New Roman font), please describe the:
 - a. Statement of Research (Research Problem and/or Defining Questions or Scholarly Initiative Summarized)
 - b. Research design (methodology and status of IRB and/or IACUC clearances, if applicable);
 - c. Research resources (e.g. laboratory access, equipment, libraries);

- d. An outline of anticipated expenses relative to the project (preference will be given to proposals that allocate the majority of available funds to supporting student remuneration), and
 - e. A detailed description of the responsibilities of the undergraduate research assistant(s) and their anticipated contribution to the applicant's research.
3. A pdf of your full CV
 4. A pdf of your IRB or IACUC approval

Awards:

Members of the Research and Scholarship Advisory Committee (RSAC) will review proposals and recommend awardees to the Provost. The Provost will announce the award recipients by **Friday May 28, 2021**.

Final Report

A report of no more than 2 pages is due one month after the end of the project and a copy of the submitted external proposal is due within twelve months.

Questions regarding this program or the content of applications should be addressed to Dr. C. Michele Thompson at thompsonc2@southernct.edu

Technical questions regarding assistance with the Quali system may be addressed to Ms. Renee Leblanc at leblancr3@southernct.edu