<div align="center">
Undergraduate Research Assistants
Call for Proposals
Spring and Summer 2025
Submit via Kuali Build
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Southern Connecticut State University is pleased to announce that funds are available to support undergraduate research assistants for full time faculty members during the **Spring and Summer of 2025**. This initiative, Undergraduate Research Assistants, is funded by the SCSU Foundation through the Office of the Provost. Grants of up to $3,000 will be awarded to Faculty Members to support one and only one undergraduate research assistant to assist with the faculty member's research in any academic discipline represented on the SCSU campus.

Faculty members who wish to apply for this grant will submit proposals stating the objectives of the research project on which they plan to employ an undergraduate assistant, stating exactly what the responsibilities of this student will be, and they will include an itemized budget. The budget must include a stipend for the student and may include travel expenses for the student if necessary to the project.

The purpose of this program is to support a research experience for undergraduates and 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 2024.
- have a research project that would gain additional benefit from the support of an undergraduate research assistant.
- and, if relevant to the discipline, add to the opportunity to pursue additional external funds at any level (i.e. from small regional private grants to major competitive national initiatives)

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 beginning the project proposal.

To Apply:
The application must be submitted **via the Kuali portal using this link: Faculty Application for Undergraduate RA** by 4:00 p.m. on **Monday November 11, 2024**. Without exception, incomplete applications will not receive consideration nor will late applications.

The electronic application will require:
1. Identifying information as a cover sheet
2. A PDF attachment of your Statement of research: **using a maximum of five pages** (single-spaced, 11-point Times New Roman font), please describe the:
   a. Research problem;
   b. Research design (methodology and status of IRB and/or IACUC clearances, if applicable);
   c. Research resources (e.g. laboratory access, equipment, libraries, etc.);
   d. An outline of anticipated expenses relative to the project, and
   e. A detailed description of the responsibilities of the undergraduate research assistant and their anticipated, specific contribution to the applicant's research.
3. A PDF attachment of your full CV
4. A PDF attachment of your IRB or IACUC approval if such is needed

<u>Awards:</u>
Members of the Research and Scholarship Advisory Committee (RSAC) will review proposals and recommend awardees to the Provost.

<u>Final Report:</u>
A report of no more than 2 pages is due one month after the end of the project. Relevant professional "products" (peer reviewed publications, other published works, national/international presentations, relevant productions or works, etc.) are an expectation of this scholarship.

<u>Questions:</u>
Questions regarding the application process or other issues may be directed to C. Michele Thompson at ext. 2-5614 or via e-mail to thompsonc2@southernct.edu

Questions regarding the electronic form can be directed to the SPAR office, Julianne Fowler fowlerj3@southernct.edu