COLLEGE OF ARTS & SCIENCES

UNDERGRADUATE RESEARCH & CREATIVE OUTPUT GRANTS

The College of Arts and Sciences (CAS) strongly encourages undergraduate students to participate and engage in research and creative projects. In order to promote and facilitate undergraduate research and creative experiences, CAS will provide a maximum of $1,000 to successful applicants. Students majoring in a degree program in the College of Arts and Sciences, with a minimum UMSL cumulative GPA of 3.0, are eligible to apply. A limit of one proposal per applicant will be considered. ***DUE: November 1, 2019***
(Questions can go to Associate Dean Matthew Taylor, taylormatt@umsl.edu)

A. Funding may be used to:
- Conduct research in libraries, museums, performing arts centers, laboratories, and other appropriate settings.
- Purchase equipment or supplies necessary for the project.
- Pay study participants, provided that there is a current Human Subjects protocol in place.
- Support active participation in a program at a performing arts center, creative writing workshop, or similar creative arts settings.
- Assist in travel expenses to a research site or to a professional conference or event where research results or creative outputs will be presented.
- Produce presentation materials for a conference, symposium, workshop or other appropriate setting

Note that funds may **not** be used for tuition.

B. Application packet must include:

1. Completed Cover Sheet

2. Current DARS

- A DARS report can be converted to .pdf by the following method. Prepare to run a DARS and before you hit "Run Audit", go to 'Advanced Settings' and under 'Format', change it to .pdf; then click RUN. After it opens, with a right click, you can do a save as and change the file name to your last name. Then attach to the application or submission email.

3. Description of the project (2 pages)

- Include an introduction that explains the background, significance of and rationale for the research or creative work to be conducted.
- State the main hypothesis or thesis, or the creative outcome.
- Describe the project in language understandable to someone outside your discipline. Include specific question(s) you are asking or the problem(s) you will address, and the resources you plan to use. Describe how this project will advance and support your future endeavors.

- Identify the form your final research report will take (creative project, research paper, poster, laboratory report, evaluation of survey questionnaires, etc.) including possible publication or presentation venues.
- Use 1" margins and a 12-point font.

4. Timeline for research/activity to be conducted and/or presented (typically less than half a page)

5. Itemized Budget for Requested Funds including a brief description of each item (typically about half a page)

6. Letter of Recommendation from UMSL faculty member who will supervise the research, submitted separately from items 1-5 by the faculty mentor.

- The faculty advisor should describe the student's role in the proposed research/creative project. Please explain whether the student's research project contributes to the larger research/creative activity of the faculty advisor. This may be the case in some, but not all disciplines.
- In addition the letter should include a description of the strengths and weaknesses of the student, in the context of the proposed research/creative activity.

Submission details:

- Submit items 1-5 in one .pdf file by e-mail to Associate Dean Matthew Taylor (taylormatt@umsl.edu) by ***5 p.m., November 1, 2019***.
- A .pdf file of the recommendation letter must be sent separately by the faculty mentor to Associate Dean Matthew Taylor (taylormatt@umsl.edu) by the application deadline.
- Funds will be available two weeks after the award date and must be spent by June 30, 2020, or by the student's graduation date (whichever comes first).
- Proposals will be evaluated by a committee on the basis of: a) the creativity, the design and the significance of the project; b) its understandability and coherence; c) the completeness of the application; d) use of proper English grammar and spelling.

Application Cover Sheet
CAS Undergraduate Research &
Creative Outputs Award (2019-2020)
DUE: 5 pm, November 1, 2019

Name _____

Student No. _____

Major _____

No. of credit hours completed in major _____ Overall credits completed _____

Anticipated graduation date: _____

Name of faculty advisor _____

Department of faculty advisor _____

Current UMSL GPA (minimum of 3.0 cumulative GPA is required) _____

Research project title_____

Non-technical project description (200 word maximum)