Keck Mini-Grant Proposals

1. Format
   a. 1-2 pages, single-spaced (budget can be on separate page)
   b. Cover page attached with appropriate signatures

2. What should you include?
   a. Statement of need (describe why there is a need for this research)
      i. Is there a gap in the scholarship?
      ii. Is there a new way of approaching a topic that might lead to different conclusions?
      iii. What makes this research worth pursuing?
   b. Research question
      i. Keep your question narrow and focused
      ii. Make sure your project is feasible in a short timeline (up to 5 months)
   c. Methodology
      i. Your methodology is the approach you take to answer the research question
      ii. Detail what methods you will use (interviews, consultation of primary sources, surveys, experiments, etc.)
   d. Timeline
      i. When will your research activities take place and in what order?
      ii. Keep in mind your research must be conducted over the Spring and/or Summer 2013 terms
   e. Budget
      i. Make sure to address all the needs the project presents (even if your needs exceed $500)
      ii. Provide a short justification for all of your expenses
   f. Describe the role of your proposed faculty mentor in your project
      i. Share why you have selected the particular mentor you have named in your proposal (be sure to have the necessary conversations with the mentor prior to submitting their name)
      ii. What conversations have you had thus far?

3. When and how are mini-grants distributed?
   a. Your grant is going to be a supply fund, which means you will either be reimbursed for supplies or your supplies will be purchased for you.
   b. Upon completion of the research and your final report, you will receive a 1-unit tuition scholarship.

4. Research report (at the end of the project)
   a. Submit a 1-page, single-spaced report
   b. Significant changes in scope or methodology should be addressed.
   c. Discuss any challenges you encountered.
   d. What are the outcomes and products of your research (presentation, paper, publication, etc.)?

5. Why should you pursue a mini-grant?
   a. Graduate School competitiveness
   b. Fellowship competitiveness
   c. Professional development
   d. Opportunity to explore your own original ideas/interests
   e. Publication possibilities
   f. Additional travel funding for any research outcomes (present at conference/meeting)

6. Contact information:
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