

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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