

## **Swanson – Holcomb Undergraduate Research (SHUR) 2018-2019**

Formerly Sigma Xi Undergraduate Research Grant Opportunities

**Eligibility:** Undergraduates majoring in one of the natural sciences, mathematics, or psychology.

**Deadline:** **Friday, March 8, 2019**

**Obligations:** An oral presentation or a poster of the research accomplished must be given at the Spring Science Symposium held on the Gustavus campus.

**Grant Size:** Maximum of \$500.00. **These funds are expected to be used for purchasing supplies that are not routinely available in the department.**

**To Apply:**

You (or a research group of students) will prepare a clearly-written document of three to four pages containing a:

- 5-6 sentence project **summary** for a lay audience (think of a Gustavus non-science major),
- Project **introduction** that describes the topic background (with references),
- Methods and materials to be used,
- Timeline showing anticipated research progress accompanied by a statement that you will be participating in the Spring Science Symposium, and
- Detailed budget, including why each item requested is essential for the research project.

The online submission form located at <https://gustavus.edu/forms/SHUR-proposal> will prompt you for the proposal title, the student(s) applying, and the faculty mentor. The proposal should be a single PDF document. In the main body of the proposal, explain the proposed work and place it into the context of what is presently known. Explain what experiments you plan to do and their anticipated outcomes. Projects using human or vertebrate animal participants must also provide proof of IRB or IACUC approval before any funds can be used. Do not assume that the evaluators are familiar with your research area. The committee will give priority to those proposals that state a clear research goal that attempts to answer a question. Proposals seeking funds for repeating the work of others will be funded only if the work is appropriate to longer range research projects. Any proposal that does not follow these guidelines will be returned without review. The student will do the actual writing of the proposal but it is quite acceptable for you to seek advice from a faculty mentor in the early drafts and in the final revision.

Support your grant request with a detailed budget. The budget will appear on a separate page. The budget page will contain a carefully prepared itemization of the costs you believe will be encountered including shipping costs. Justification for each item in the budget is required. Some freedom exists to change budget lines later but you should, in this proposal, defend the use of the materials. Equipment purchases must have a separate justification. Budget items that are not acceptable include stipends, mileage and poster printing. Only in rare instances will funding be approved for paying subjects who participate in a research project.

**Submit all proposals via the online submission form located at <https://gustavus.edu/forms/SHUR-proposal>. Incomplete proposals (missing one of the five sections listed above) will not be considered. Paper copies will not be accepted.** The committee will respond as quickly as possible, but no later than two weeks after your submission. Please note that some faculty have some independent study funds available to them so it may not be necessary to wait for a response from the committee in order to begin the research project. A proposal may need to be revised and submitted for a second review.

Models of successfully-funded proposals are provided at  
<https://gustavus.edu/sigmaxi/documents/ModelProposalBiology.pdf>  
<https://gustavus.edu/sigmaxi/documents/ModelProposalBiochem.pdf>