

Graduate Student Council Research Grants

Jason Hale
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Topics for Today

- Overview
- Timeframe
- Solicitation
- Application
- Rules and Policies
- Review and Competition
- Awards

Overview

- Competitive program to fund graduate student research
- Open to enrolled graduate students in any discipline
- Meant to support projects that would not be possible with the use of departmental funds alone
- \$1,000 per award
- 20 awards per year
- GSC acts as interface with the applicants
- Graduate School and ORSP
 - Provide the funds
 - Coordinate the review process

Overview

- One graduate student per award
- One application per graduate student
- Previous GSC awardees ARE eligible, however...
- Preference may be given to those who have not received previous awards
- Ineligible:
 - Graduate students on academic probation
 - Graduate students graduating in the current or following semester.

Timeframe

- Solicitation in January 2016
- Proposals due to GSC in March 2016
- GSC will conduct compliance review in March 2016
- Graduate School will coordinate reviews in April
- Winners announced in May 2016
- Project periods June 2015 – June 2016

Solicitation: Part 1 Overview Information

- Proposals requesting more than \$1,000 will not be funded (or reviewed – GSC will screen these out)
- Project costs over \$1,000 in direct costs
 - No need to budget for indirect costs
 - Request up to \$1,000 from GSC grant
 - Show where remaining funds will come from
 - Proposals that do not show how the entire project will be funded will not be funded (or reviewed – GSC should screen these out)

Solicitation: Use of Funds and Funding Restrictions

- Eligible Costs include:
 - Research or presentation supplies
 - Travel directly related to field research
 - Costs directly related to essential technical support
 - Examples of eligible items include (but not limited to)
 - Research supplies, such as chemicals, sample bags, software, etc.
 - Presentation supplies and contracted expenses (e.g., poster-board, printing charges)

Solicitation: Examples of Eligible Funding Items

- Eligible Costs include:
 - Research supplies, such as chemicals, sample bags, software, etc.
 - Presentation supplies and contracted expenses (e.g., poster-board, printing charges)
 - Travel expenses related for field work
 - Upgrades to existing university computers (memory, graphics cards, etc.)

Solicitation: Examples of **Ineligible** Funding Items

- Educational expenses
- Travel to professional meetings/conferences
- Self-education projects/programs
- Participant honoraria
- Food for persons
- Equipment that could be considered university property
- Child care to enable you to work on your research
- Payment to research participants
- Desktop, notebook, or tablet computers
- Cameras or digital recording devices

Solicitation: Eligible Funding

- All university policies are in place
- If a proposed activity or expense is eligible under the GSC guidelines, but ineligible per University policy, then University Policy prevails
- If a proposed activity or expense is not prohibited by University policy, but is prohibited by GSC guidelines, then GSC guidelines prevail.
- In short, the most restrictive policy or guideline is in effect.

University Policies

<https://secure4.olemiss.edu/umpolicyopen/index.jsp>



THE UNIVERSITY of
MISSISSIPPI

Research
Libraries

International
Athletics

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About UM

Academics

Campus Life

Policy Directory

University of Mississippi Policies

The University of Mississippi Policy Directory is a central location for accessing and posting University-wide policies. The site also provides procedures and tools for the creation, revision, and periodic review of University policies. The [Policy on Policy Management](#) describes these processes.

Procurement

<http://procurement.olemiss.edu/purchasing/>

THE UNIVERSITY OF MISSISSIPPI

Office of Procurement Services

Procurement Card

Property Control

Purchasing

Receiving

Travel

Purchasing

Purchasing procedures vary within the University community. The following links should provide you with the appropriate directions to take, while complying with the Laws of the State of Mississippi and University policies.

Click here if you would like to become a University of Mississippi Vendor

Travel

<http://procurement.olemiss.edu/travel/>

Travel authorizations required 5+ days before travel

THE UNIVERSITY OF MISSISSIPPI

Office of Procurement Services

Procurement Card

Property Control

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Receiving

Travel

Travel

It is the policy of the University that all reasonable and necessary expenses for official travel incurred by University employees are reimbursed according to the laws of the State of Mississippi.

Please visit the links below for Travel guidelines

Application: General Rules

- Incomplete applications will NOT be considered.
- Late applications will NOT be considered.
- Incorrect or plagiarized proposals will not be considered.
- Use Times New Roman, font size 12 for the application
(smaller, legible size OK for tables and graphics)
- Proposals must have (at least) 1 inch margins on all sides

Application: Research Description

- 7 pages maximum, including
 - Results from Prior Support through GSC (1 page max)
 - Summary (1 page max)
 - Research Strategy (4 pages max)
 - Deliverables and Timeline (1 page max)

Application: Research Description - Summary

- 1 page
- Basic but thorough overview
- Understandable by readers in any discipline
- Include:
 - What will be done
 - Why it is important in the field
 - Why it is important to your graduate career
 - Why you qualified to do it

Application: Research Description – Strategy

- 4 pages maximum
- Understandable by reviewers in your BROAD field of:
 - Arts and humanities
 - Social sciences and education
 - Physical and life sciences
 - Math, computer science, and engineering
- Specific aims or objectives
- Methods
- Significance and Relevance in Field
- Significance to your Academic Career

Application: Research Description – Strategy

- SMART Metrics
 - Specific
 - Measurable
 - Assignable
 - Realistic
 - Time Related

Application: Other elements

- References Cited (no page limit)
 - Use same style for all citations (APA, MLA, etc.)
- Tables, Figures, Charts, Graphs, and Diagrams (1 page max)
- Curriculum Vitae or Resume (2 pages)
- Budget (1 page)
 - List of items and cost of each
 - Budget Justification (narrative justifying listed items)
 - Current and Pending Support (other sources for funds where total project cost exceeds \$1,000)

Application: Letters of Recommendation

- One letter of recommendation is required from the applicant's research advisor
- Advisor must sign the terms of the agreement form
- Letter may be included in the applicant's PDF or e-mailed separately to GSC

Review & Competition

- GSC will review all applications and disqualify those that are not compliant with the instructions
- GSC will share all qualifying applications, and a spreadsheet listing metadata for all, to ORSP and Graduate School
- ORSP and Graduate School will enlist reviewers from faculty and staff from around campus
- Review Criteria:
 - **Clarity; Importance; Achievability**

Review & Competition

- Review Categories
 - Arts and humanities
 - Social sciences and education
 - Physical and life sciences
 - Math, computer science, and engineering
- Each application will be reviewed by at least two reviewers
- GSC will be notified of the top 20 reviewed applications
- GSC will notified submitters if results (chosen or not)
- Reviewer comments and scores may not be made available

Award and Requirements

- Awardees will sign an award agreement with ORSP
- Funds will be made available on a cost reimbursement basis by providing receipts and requests for payments to ORSP
- Awardees will present a talk at the Graduate School 3M Thesis Competition
- Awardees will present a poster at the GSC poster symposium
- Awardees will submit mid-term and final reports to GSC

What Next?

- This workshop will be offered at least two more times
- Be thinking about your project idea
- Watch for announcement from GSC this winter
- Read that solicitation carefully—reference that one not the example one provided today (or this PPT)
- Comply with solicitation (don't get rejected without review)
- Comply with award conditions if awarded
- Refer questions to the Graduate Student Council

Questions

Q: How many times per year can a graduate student apply for a GSC grant for travel?

A: There is only one GSC grant competition per year.

Q: Can GSC grants be used to pay for student wages—for instance, to pay undergraduates to do document processing or coding related to the project?

A: No, the GSC competition has not historically allowed funds to be used for student wages or stipends. However, we will loosen the guidelines to allow for that possibility in the next competition. Read the next solicitation carefully to see how this changes.