



Undergraduate Research Experience Grants

Application Form –2017

The Undergraduate Research Experience Grant supports projects that involve University of Windsor undergraduates in research and scholarly activities and encourage faculty to mentor students as they pursue this research. The granting scheme is intended to support research for educational purposes, and it prioritizes initiatives involving a broad range of students over those that involve a few.

Broadly defined, undergraduate research is any “inquiry or investigation conducted by an undergraduate student that makes an original intellectual or creative contribution to the discipline.” It can take many forms – ranging from students pursuing projects independently or in teams, either in the community, labs, classrooms, or elsewhere, under the supervision of a faculty member; or in courses designed around inquiry questions that students pursue as the core of their coursework. The opportunity to conduct research is one advantage of being an undergraduate at the University of Windsor.

Application deadline: Submit to dawram@uwindsor.ca on Thursday, August 11, 2017 by 4:00 pm ET

Results announced: Early September, 2017

Funding begins: September 15, January 15 or May 15 (to be indicated by applicant)

For more information on the grant: Please see the Application Guidelines.

Team Members:

Please identify the roles of all participating faculty and students. You can also identify administrative support staff who should receive copies of communication related to the grant.

NOTE: Students cannot be the Principal Applicant

Please indicate whether Student is Undergraduate (UG) or Graduate (G)

Name	F a c u l t y	S t u d e n t UG/G	S t a f f	Role (e.g., Supervisor, Principal investigator, Co-investigator, Project coordinator, Research assistant, Administrative support, Other)	UWindsor Department/School/ Office

Undergraduate Students:

Please indicate whether UG students are:

- Directly Involved
- Indirectly Involved

Project Information:

Start date (Choose one of: September 15, January 15, or May 15):	End date (one year after Start Date):
Project title:	
Keywords (please separate with commas):	
Abstract (250 words):	

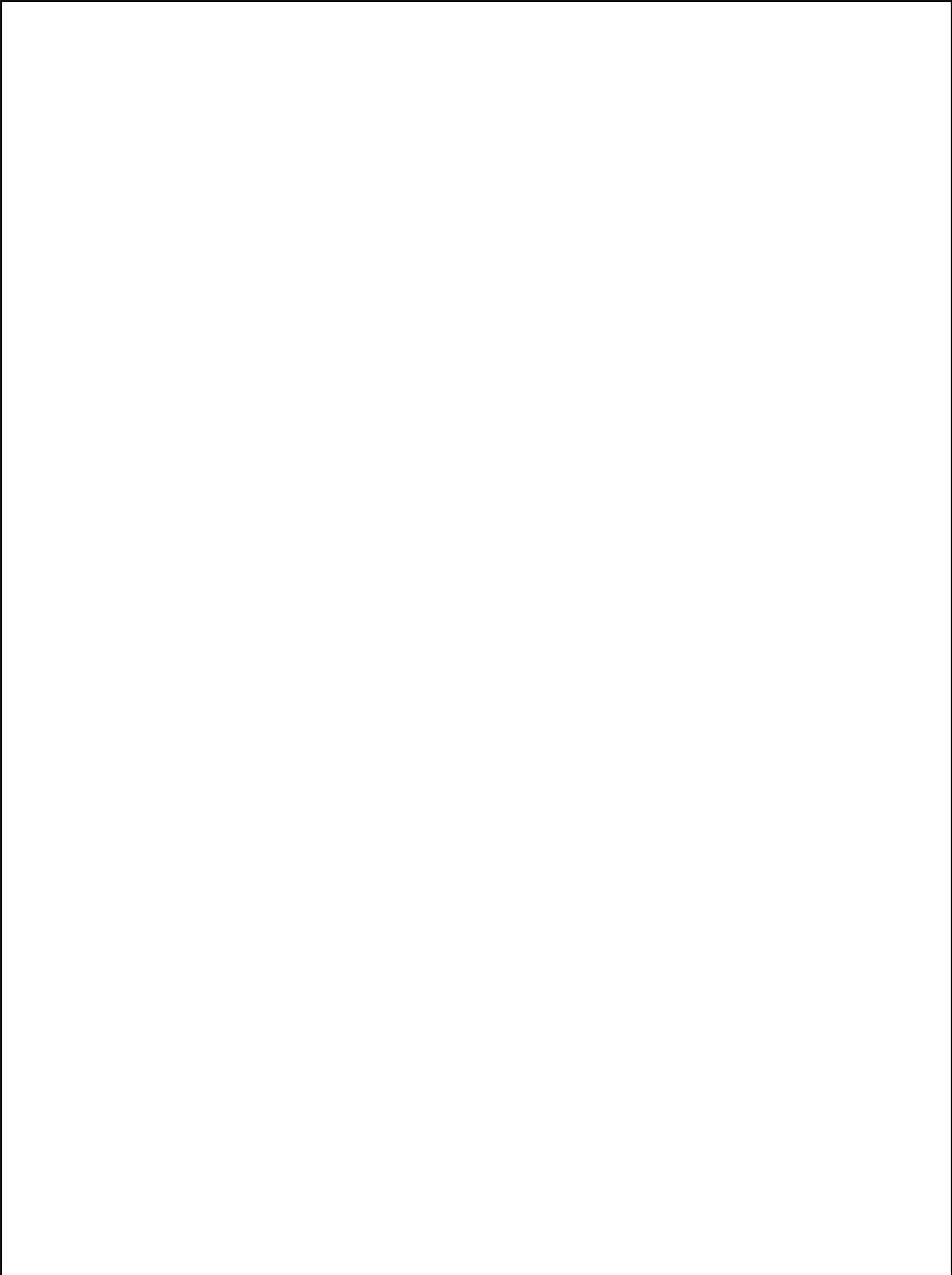
Outline of Proposed Project (maximum 1000 words):

Please include:

1. Planned learning outcomes for students
2. Research objectives of initiative and how they relate to Undergraduate Research Experience Grant objectives
3. Literature review:
 - How the proposed project responds to gaps in the field (e.g., your research area, the field of undergraduate research)
4. Project plan:
 - clearly outline how you will involve/engage students;
 - **clearly outline what students will do and where they will do it;**
 - **how you will train and mentor them;**
 - the responsibilities of team members in the project;
 - where and when students will present or otherwise share their work; and
 - how you will evaluate the project.
5. Significance of project (e.g., to UWindsor strategic priorities or research objectives, to field, to community)
6. Timelines for project (up to one year duration with a start date of September 15, January 15, or May 15)

Use the following Headings:

- 1) Learning Outcomes:
- 2) Research Objectives:
- 3) Literature Review:
- 4) Project Plan:
- 5) Project Significance:
- 7) Project Timeline:



Project Team and Available Resources:

Describe team members' experience and expertise, as well as available resources that will help to ensure the success of this project and of the undergraduate research involved (250 words).

Use the following headings:

- 1) Experience/expertise:
- 2) Resources:

Budget:

Item	Description/Justification	Cost
Research/Teaching Assistant salaries (up to 10 hours per week) or stipends (hours x rate x weeks x 1.14 (benefits))		
Supplies (specify & provide total cost)		
Knowledge mobilization (e.g., student poster displays, or other dissemination costs: specify & provide total cost)		
Student travel (max. of 20% total)		
Other expenses (specify and provide total cost)		
Total	(Total request should not exceed \$2,000)	

Outcomes:

Describe the benefits of this project (e.g. impact for community members, community organizations, fellow students, undergraduate researchers, program, department, etc.) (250 words):

Long-Term Planning:

Describe how you will continue the work begun under this grant beyond the period of the grant, particularly in involving undergraduate students in a sustainable fashion. Applications with a plan for long-term sustainability are more likely to be funded (250 words).

Required Certifications:

Area	Project <u>does not</u> involve	Committee Approval Required	
		Project Involves:	
		Approval Pending	Approval Received Certificate #
Biohazards (uwindsor.ca/biosafety)			
Radioisotopes (uwindsor.ca/radiation)			
Human subjects (uwindsor.ca/reb)			
Vertebrate animals (uwindsor.ca/acc)			

Undergraduate Research Experience Grants Signature Page

The Signatures below commit the relevant support at each level to the terms, conditions and administration of this grant, if funded.

Declaration of Principal Investigator	
I certify that:	
<ol style="list-style-type: none">1) All researchers involved in this project will abide by University of Windsor policies and procedures governing research, including animal care, use of human subjects, radioisotopes, controlled goods & technology, and biohazard;2) I will use the grant only for the purpose for which it is awarded;3) The information provided in the application is complete and accurate;4) I have given due representation and consideration for undergraduate and graduate student rights, conflict of interest and treatment of intellectual property; and5) I fully understand and accept the reporting obligations and other deliverables associated with this grant, including submission of a progress and/or final report to the Office of Research and Innovation Services within one (1) month of completion of this award.	
Principal Investigator Signature:	Date:

Declaration of Department Head		
I certify that:		
<ol style="list-style-type: none">1) The Principal Investigator is eligible by virtue of his/her employment contract in accordance with University of Windsor policy, and the eligibility requirements of the sponsor;2) Those that supervise investigators and allocate space and other resources are aware of the proposed activities;3) Space and basic facilities to carry out the research in a responsible manner are available*; and4) The budget information is appropriate and realistic.		
Head Signature:	Head Name:	Date:

Declaration of Dean		
I certify that:		
<ol style="list-style-type: none">1) The Principal Investigator is eligible by virtue of his/her employment contract in accordance with University of Windsor policy, and the eligibility requirements of the sponsor;2) Those that supervise investigators and allocate space and other resources are aware of the proposed activities;3) Space and basic facilities to carry out the research in a responsible manner are available*; and4) The budget information is appropriate and realistic.		
Dean Signature:	Dean Name:	Date:

Signature of Executive Director, Research and Innovation	
I certify that:	
<ol style="list-style-type: none">1) The project will be performed in accordance with the policies and procedures of the University and the approved conditions of the sponsor.2) The University will accept responsibility for the administration of the project funds.	
Executive Director's Signature:	Date: