

**Student Research Grant (SRG) Guidelines**

**Request for applications due date is the last Friday in October**

The Office of Student Research and Innovation announces the call for proposals for Student Research Grants (SRG). The APSU SRG internal competition to aid in the creation of scholarly and creative works in all disciplines. These grants support the university effort to encourage and support the research, scholarly, and creative endeavors of current APSU students. All students are eligible to apply for funding.

**PURPOSE**

Supports\*:

* Research and scholarship with relevance to all degree programs at APSU. This means the funding must be alignment with the academics of a degree program;
* Additional training or supportive learning experiences that are relevant to research or scholarship

\*This SRG funding is NOT intended to be additive to existing external funding.

**ELIGIBILITY**

* Students are limited to one SRG in any two-year period.
* Students are limited to no more than one proposal.
* Students may submit a proposal as a team, but the same students should not be listed in other proposals.
* Students are expected to remain actively enrolled during the proposed project period.
* Students must have a faculty mentor(s).
* Should the proposed project use animals and/or human research subjects, then the student(s) must complete the appropriate trainings and gain the appropriate approvals from IACUC and/or IRB.

**FUNDING GUIDELINES**

* Awards are limited up to $2,000. These funds will be issued to the faculty mentor to support the student’s project.
* Applicants should make a compelling case for funding based on a clearly developed needs statement. Realize that the reviewers may not be subject matter experts.
* The funds must be spent within the fiscal year’s end (i.e., June 25th of the FY).
* The funds may be used to support research papers, theses, and dissertations.

**PROPOSAL OUTLINE**

It is recommended that students work with their faculty mentors to develop the complete SRG proposal. Below are the required proposal elements. Save all files using one student’s last name then the document name. For example, **Smith\_SRG\_Title\_Page.docx or .PDF**

[All formatting: 12pt font, ~1” margins, font: Arial, Calibri, or Times Roman]

1. Use the **SRG Title Page** form ([link](https://www.apsu.edu/osri/funding/undergrad_research_fund/graduate-student-research-support-grants.php))
   1. This form will have space for a brief project description or abstract
2. **Proposal narrative** (three-page limit)

* Introduction and background
* Goals/objectives/deliverables of the proposal
* Brief methods
  + - Clearly explain the sampling procedure, expected data analysis, location of the study, and/or other particulars – recall that the reviewers may not be subject matter experts within your field of study
* Schedule and duration of project

1. **Budget** (use budget template - [link](https://www.apsu.edu/osri/funding/undergrad_research_fund/graduate-student-research-support-grants.php))
2. **Literature cited** (no page limit and any reference style are accepted – e.g., APA or MLA)
3. If needed, **Appendices** (no page limit)
4. Submit all documents to [OSRI@apsu.edu](mailto:OSRI@apsu.edu)

**Examples of Allowable Costs**

* Stipends and/or tuition for students (any semesters)
* Funding for the student’s project such as data sets, transcription, etc.
* Funding for reagents and/or supplies
* Funding for presentations and/or publications of findings

**Examples of Unallowable Costs**

* Overhead, F&A, or indirect costs
* External consultant fees
* Speaker fees, speaker travel costs, or honoraria

**SRG PROJECT REQUIREMENTS**

Should the student(s) be selected for funding, then the student MUST:

* Participate in at least one workshop offered by the Office of Student Research and Innovation (OSRI)
* Present in the annual spring Research and Creative Activities Symposium hosted by OSRI
* Once project completion, submit a 1-page summary of major findings
* Be willing to work with APSU’s Public Relations to showcase the project as a news release

<Submit all documents to [OSRI@apsu.edu](mailto:OSRI@apsu.edu)>