

# BATES STUDENT RESEARCH FUND

## Application Cover Sheet

Please complete this form and attach it to your project description and budget. Proposals should be submitted to Kerry O'Brien, Dean of the Faculty's Office, Lane Hall. **PLEASE submit your ORIGINAL PAPERWORK ALONG WITH 4 COPIES of this APPLICATION FORM AND 4 COPIES OF THE ENTIRE PROPOSAL for a TOTAL of 5 COMPLETE PACKETS.**

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Name Bates ID # Class Year

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E-Mail Address Campus box number Preferred Phone

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Course for which research funds are sought (include description and course number)

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Course instructor / Thesis advisor

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Title of project

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Total amount of funding requested (maximum \$300)

COMPLETION DATE: Please state the completion date of your project. Funds not spent by this date will be offered to other students. *See guidelines regarding the duration of projects.*

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Project completion date

*On a separate sheet, provide the following:*

**PROJECT DESCRIPTION.** Provide 1) the title of your project 2) a one paragraph abstract of the project written for the general reader, 3) a brief narrative description of the project, and 4) a detailed budget. In the narrative, describe the project and explain how Bates Research funds will support your research efforts. The abstract and narrative should be clearly marked to indicate what it is. Please be concise and protect the environment: do not exceed two (2) pages double-spaced for your abstract, project narrative, AND budget.

**PROJECT BUDGET.** Provide a detailed description of expenses associated with your project. Your budget should include actual prices or quotations whenever possible. Detail your entire budget, even if it exceeds \$300, but remember that you may only request up to \$300 from the Bates Student Research Fund. *See guidelines regarding budget restrictions.*

*(over)*

## DEPARTMENTAL SUPPORT

Department chairs are encouraged to share resources to support student research. What amount of departmental funds can be committed to this project?

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Department funds committed to project

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Signature of Department Chair

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## INSTRUCTOR ENDORSEMENT

The instructor / thesis advisor must provide a signature as an indication of support for this project.

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Signature of Instructor / Advisor

\*\* Instructor / Advisor: \*\* Please check here if grant funds should be transferred to your department or program budget and if so, indicate your organization code: \_\_\_\_\_

Has the student been required to submit his/her proposal to the Animal Care Committee or the Institutional Review Board for review, and if so, has it been approved? \_\_\_\_\_

If the student is requesting funds for equipment (e.g., small cassette recorders, scientific field equipment), have all attempts to find such equipment at Bates been exhausted?

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**Instructor Comments:** Please provide a very brief letter of support in the space provided. Letters can appear in the space below or can be sent via email to Denise Begin in the Dean of Faculty's office (dbegin@bates.edu). Letters should NOT exceed 250 words. Please include information regarding how well you know the applicant and the nature of your relationship (e.g., thesis student, etc.). Is the applicant prepared for this work? What is your evaluation of the importance of the proposed research (e.g., contribution to field & originality of the research)? Provide an estimate of the probability that the applicant will complete the proposed project in the time specified. You may also include any special aspects of the applicant's situation that the committee should consider in making their decision. Please do not re-describe the proposed research in your letter; the student should describe the details of their own work.

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## APPLICANT AGREEMENT

I understand that funds remaining in my grant after the completion date indicated on this form are returned to the Bates Student Research Fund and offered to other students. I understand that any equipment or material purchased through this grant becomes the property of Bates College, after completion of my project, unless I have made a special request to keep the materials for future research.

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Signature of Student

Date

*The Bates Student Research Fund is supported by the Natt Family Fund, the Dr. Jason Tanzer Fund, the Sargent Student Research Fund, the Aaron R. Winkler '92 Fund for Student Research in Biology, and the Anthony B. and Raeflyn R. Pelliccia Fund for Student Research.*