Proposals to the Undergraduate Stipends & Expenses Grant must be submitted through our new online application process at http://www.uwrf.edu/URSCA/StipendsExpensesGrant.cfm. The following information will be expected in the proposal submission.

- Project Title
- Researcher(s) Information: Name, Falcon ID, Email, Graduation Date and Undergraduate Standing
- Mentor Information: Name, Department, Email
- Time period funds are intended to be utilized
- Location of where the research project will be conducted
- Proposal
  - Introduction/Background/Statement of the Problem
    In this introductory section, provide a clear statement of the problem that your research is attempting to solve, and briefly summarize previous work on this topic or problem. This introductory or background statement should be a detailed and compelling statement about the context for and nature of this new work.
  - Significance of the Project and Discussion of the Existing Literature
    Clearly state the significance of the project. Why should the public fund this work? How will society benefit? In your statement explaining the importance of this project, you should provide a discussion of the existing literature that reinforces your awareness of the current state of the field and how your project relates to or advances other work that has been done in the field.
  - Objectives
    Objectives should be specific and measurable, and should answer the questions: Who? How much? What? By when? What will the result be? In this section, explain what is intended to be accomplished with this project in 2-3 bullets listing your objectives.
  - Research Methods and Timeline
    Methodology: Clearly address the research methodology. What will you do to achieve your objectives? Will your approach be quantitative (common in STEM areas) or qualitative (more common in the Humanities)? Where relevant, provide detail on your data collection and analytic techniques. Timeline: What tasks will you perform and when will you perform them? The timeline should provide at least a rough week by week accounting for the time you anticipate spending on this project.
  - Dissemination Plan
    Sharing the results of your work is considered an essential part of undergraduate research, scholarly, and/or creative activities. Provide a reasonable plan for where this project will lead—presentation, paper publication, exhibition, performance—and where/how you intend to share your results with others. Be specific: for example, a condition of this grant is that awardees agree to present their grant project on campus at either Fall Gala or Spring RSCA Day. Identify the on-campus event for which you will register your project for presentation, and indicate what other dissemination venues to which you will apply for the opportunity to showcase your work.
  - Detailed Budget
    As needed, reference specific supplies and materials and associated costs. If a stipend is requested, justify your time and payment request. The budget should be clear and specific. All items should be justified with costs itemized.
  - Total Budget Requested
    Dollar Amount up to the maximum, and including combined totals of requested supplies/materials/expenses and stipend.
- Compliance with Regulations - Indicate whether this project requires review for the use of Human Subjects or Animals:
  If “yes” is checked for any question, approval by the appropriate committee must be obtained before funds are awarded. Relevant information is available at http://www.uwrf.edu/GrantsAndResearch/index.cfm