November 13, 2015

To: Tenured and Tenure Track Faculty

From: Jose Preciado, Director

Subject: Request for Proposals - Undergraduate Research Mini-Grants - Due December 15, 2015

The Undergraduate Research Program is requesting proposals from tenured and tenure-track faculty to mentor students to participate in research, scholarship, creative and/or performance activities during the 2016 calendar year.

The Mini-Grant initiative provides resources for tenured and tenure-track faculty to support student participation in undergraduate research, scholarship, creative and/or performance activities. Faculty participants are required to involve one or two students in their own scholarly efforts for the calendar year (may include Summer 2016). In addition to participating as a protégé or a member of the faculty’s research team, the students must strive to complete their own undergraduate research project and, when appropriate, present their work at the annual Student Research Symposium (SRS) or other conferences. Examples of successful 2014-15 mini-grant projects can be viewed at the program’s website: http://dus.sdsu.edu/dus/urp/

In the past, support has been provided for the following types of expenses:

- Supply funds to conduct research activities, such as specialized data analysis software, digital recorders, and exhibition materials.
- Survey instruments, survey respondent incentives, etc.
- Lab materials and supplies related to research project.
- Mileage, tickets to performances, museums, and other venues related to creative activities.
- Student travel funds to present work at a professional conference to present or attend proceedings.
- Student travel support abroad to conduct survey research or related activities.

Funds are not intended as a faculty stipend or a student employment opportunity.

Two-to-three page proposals should include: a discussion of the faculty member’s research effort, description of how undergraduate student(s) will contribute/participate in the research project, an outline of student training or mentoring plan, a budget, a list of possible conferences or forums to present student work including emerging websites for undergraduate student researchers. Participating faculty will submit end-of-year reports to the program director that describe their efforts and student achievements.

Proposals are due: December 15, 2015
Awards will be made by: January 15, 2016
End-of-Year Reports are due by: December 1, 2016

30 to 40 Awards are available for up to $1,000. All purchases are subject to approval by program director and must be made in accordance with CSU and SDSU policies.

Please submit proposals via email to: Director Jose Preciado, Undergraduate Research Program at preciado@mail.sdsu.edu. Please contact him if you have any questions about the program via email or at (619) 594-2209.