Student Research Funding Guidelines

1. Funding is contingent on the outcome of a competitive proposal process. Application is not a guarantee of funding. Quality of both the proposal and the proposed scholarly project are strong determinants of success.

2. Limitation of award amount: The maximum initial award will be $1000 per fiscal year (Jun 01-May 31) with the possibility of additional funding after last deadline, if money is available, for those projects which were partially supported.

3. Research materials, and travel to research sites, will have equal priority with presentation at meetings. Students requesting funds for meeting attendance must explicitly state that they are presenting research and indicate how participation will benefit their current research and/or future endeavors.

4. Late applications (and those which are not complete or require revision, such as those missing supporting documentation or requiring other improvements) will be considered with applications at the next deadline. Approvals may be made pending Institutional Review Board approval, acceptance of paper by conference organizer, etc. provided the student has submitted the appropriate documents to the proper authority.

5. Funds will be allocated by priority, according to quality of proposal and completeness of proposal. The committee is interested in funding all students working on research, and will suggest improvements for inadequate proposals. The committee will seek (but not guarantee) additional funds if necessary. The necessity of funds for the successful completion of the proposed research project or presentation may be considered.

6. Reimbursement for previously purchased materials and other extant expenditures is not guaranteed, and will have no priority over pending projects.

7. Once per semester students may request reimbursement for miscellaneous expenses less than $100, subject to the approval of the supervising faculty and Student Research Funding Committee chairperson.

8. In order to support as many different individuals as possible, student award history will be considered. Students who have not yet received funding will have priority. Accordingly, the student proposals should list prior funding by the Student Research Committee.
9. Proposals must be submitted electronically (Word, pdf, or rich text document) to the Student Research Committee. Proposal guidelines, including the address for submission, may be found on this site under "Proposal Guidelines: Academic Year" and "Funding and Proposal Guidelines: Summer."

10. Support for study abroad programs or other coursework, durable equipment that will be retained and used by a program or faculty member after the student project is complete, and reference texts and books, are not generally appropriate for funding. The Committee will generally fund only one conference per student per year.

11. Awardees will present their work at the Annual Le Moyne Student Scholar Day as a condition of acceptance of funding.

Approved Fall 2011 by Provost and Academic Vice President Linda Le Mura.