

OFFICE OF THE VICE PROVOST FOR UNDERGRADUATE EDUCATION
2011-2012 REQUEST FOR PROPOSALS
VPUE FACULTY GRANTS FOR UNDERGRADUATE RESEARCH

Program Overview

VPUE Faculty Grants for Undergraduate Research are intended to promote the introduction of Stanford undergraduates to modes of inquiry, analysis, and discovery in their chosen academic discipline. Student participants will develop research skills under close faculty mentorship, preparing them to undertake more independent projects in the future. Grants will enable students to work on faculty-designed research and creative projects by funding student stipends as well as project-related travel expenses and materials.

There are two proposal submission deadlines for the 2011-2012 Academic Year (including Summer 2012):

- October 31st, 2011
- January 31st, 2012

Funding offered through these deadlines will be available retroactively to support activities beginning September 1st, 2011; funding must be used by August 31st, 2012.

Eligibility

Applicants must be Academic Council or Med Center Line faculty. Additional mentoring may be provided by other faculty, academic staff, post-doctoral scholars, or advanced graduate students as appropriate. When more than two faculty from a single department are applying for Faculty Grants, we prefer that a single application for a VPUE Departmental Grant for Undergraduate Research be submitted instead. More information can be found at <http://vpuedepartmentalgrants.stanford.edu>.

Funds may only support current Stanford undergraduates. Funds may not support honors thesis research; honors students should apply for UAR Student Grants instead (<http://studentgrants.stanford.edu>). Funds may not be used for conference attendance; students who are presenting results of their research or creative work may apply for a Conference Travel Grant through the Student Grants Program.

Off-campus project activities are only supported when students are accompanied by their faculty mentors, OR when mentors agree to verify and enforce student compliance with the policies described at <http://prefield.stanford.edu>. Projects in countries with State Department Travel Warnings cannot be funded.

Selection Criteria

Proposals are reviewed by members of the Vice Provost's Undergraduate Advisory Council, a panel of Stanford faculty representing diverse disciplines. The program is competitive, and not all strong proposals will receive funding. Successful proposals will provide concise evidence of:

- Strong faculty mentorship
- Student training in methodologies and analyses that facilitate future projects of a more independent nature (e.g. - senior project, honors thesis, or graduate study)
- Student intellectual engagement with the faculty mentor's broader research agenda

Reviewers closely examine the results of the annual VPUE Undergraduate Research Evaluation (a student survey administered by UAR staff). High student response rates and broadly positive or constructive feedback are critical factors in future funding decisions.

Proposal Guidelines

1. A brief project application must be submitted online via <http://vpuefacultygrants.stanford.edu>.
2. Applicants must subsequently email a DOC (Microsoft Word document) or PDF (Adobe Acrobat) attachment with the full project proposal and budget described below to bthomas@stanford.edu.

Proposals are not to exceed 1500 words. We strongly recommend that proposals be organized according to the topics described here. Proposals should explicitly describe:

- The broader scholarly agenda motivating the project
- Outcomes of past student projects (if applicable) and ideas for improvement of student experiences
- Specific student responsibilities, techniques, and deliverables
- Plans for student recruitment and selection, or a description of the fit between the project and the students if the latter have already been selected
- Mentoring strategies, including guidance for students exploring the broader research agenda, training for described student activities, and faculty feedback to students regarding their analyses and presentations

In addition to the proposal, you will be asked to provide a budget, categorized as follows:

- Student Stipends (at \$15 per hour, with a maximum of 10 hours per week for 10 weeks during academic quarters and 40 hours per week for 10 weeks during the summer)
- Student Travel expenses (subject to the policies described above in "Eligibility"; combined travel and stipend may not exceed \$1500 per quarter or \$6000 per summer per student)
- Project Materials and Supplies (specific project-related expenses, excluding infrastructure or overhead, limited to \$500 per student per year)
- Matching Resources (a brief description of funding and staffing that would complement a VPUE award in furtherance of the project's described goals)

Program Administration

VPUE Faculty Grants for Undergraduate Research are administered by the office of Undergraduate Advising and Research (UAR).

For questions regarding program goals, proposal content, or review criteria, please contact:

Brian Thomas
Associate Dean of Undergraduate Research Opportunities
bthomas@stanford.edu
650/723-0051

For questions regarding grant administration and budgets, please contact:

vpue-research@stanford.edu
650/723-2426