

Hints AND FAQs for Completing the SOURCE Summer Funding Application

1) Brief Proposal – Secret: Use Headings

Goals and Objectives

Project Description

Time Commitment

Project Relevance/Significance/Importance to Educational Goals

Budget Summary

(Put your name on every page)

2) Project Description – Secret: Make sure you use your words!

Don't let your mentor take this over and write it for you. It never works!

Please provide a clear description of what you plan to do. Within the project description you may want to write an overview of the project (i.e. what the mentor is working on), but it is most important that you describe your piece of this project. If you plan to continue the work during the next academic year (for your capstone, for example); separate what you plan to accomplish in the summer from what you plan to accomplish during the next academic year. Please include information about your methodology. If your project involves human subjects, you must inform SOURCE where you are in the IRB process. For example, has your mentor submitted an addendum to the IRB to include you and your work?

3) Budget –

Science, Social Science & Engineering Students – Most of you will request up to \$3,500 in stipend support for a 10-week full-time experience. If you are planning to work part-time, decrease the amount of the stipend. SOURCE considers the hourly wage to be approximately \$10.00 per hour. SOURCE does not encourage a part-time research student requesting \$2000 in stipend support and \$1500 in project supplies without a clear justification from both you and your mentor. For students planning to work full time, SOURCE discourages project supplies expenses in general, but if your mentor insists, SOURCE recommends \$3000 for stipend and \$500 for project supplies. Travel and Project supplies section is geared towards humanities students (see below). However, there are examples when SOURCE has funded STEM students in these areas. Two examples: One astronomy student went to the Canary Islands. We funded a significant amount of equipment supplies for a physics student to complete her capstone/independent project. The department really did not have the equipment she needed.

Humanities – The budget section really is for you! You may need to go somewhere (DC, Paris, etc.) for research. Use this travel section.

Specifically outline your budget requirements in your proposal. The travel section of the form and within your proposal may look something like this:

Travel – airfare, land transportation: \$350

Housing & Food: \$1650

Project Supplies: \$500

TOTAL REQUESTED: \$ 2 5 0 0

- 4) Your faculty mentor does not need to write both a letter and complete The Faculty Sponsor Form. We only need the Faculty Sponsor Form.

Frequently Asked Questions

- 1) *I am a biology (or a BME, Biochem, psychology...) major. Do I apply for P-SURG and SOURCE, P-SURG only, or SOURCE only.*

If you are eligible for and want to participate in P-SURG, apply for P-SURG only and SOURCE will keep you in equal consideration for SOURCE (with other SOURCE applicants).

Applying for P-SURG communicates to us that you are willing (1) to work full-time during the designated 10-week time, attend the weekly academic seminar and participate in the August poster session. If you apply for SOURCE only, we won't know that you are willing to do the above. SOURCE provides more flexibility for the start-stop time, so students who want to take a week off in July can begin a week earlier (for example and if the mentor approves), part-time funding also is possible. So, we can take P-SURG applications and consider for SOURCE but we cannot take SOURCE applications and consider for P-SURG.

- 2) *Overall what seems to be the readers' emphasis of consideration?*

They want to see a clearly written proposal with few grammatical and other errors. Proofread carefully. Do---ability--- The reader must believe that the described project can be done during the summer. Research Project Integrity, and educational value. The project must be "real" research from which you will learn.

- 3) *Can I apply for SOURCE funding after receiving SOURCE funding the prior summer?*

With the increase in our student numbers and summer applications, it has become very difficult to fund students a second time.

- 4) *I am in the midst of the application for SOURCE funding, and I have a question about how the proposal should be formatted. Specifically, what spacing should the proposal have?*

SOURCE does not have a required spacing (or font or font size).

- 5) *I am writing my project description and I can only fit it on one page single-spaced. Is that a problem? Will that lessen my chances of getting the grant?*

One single-space page is fine. However, if it makes you feel better, double-space your proposal.

- 6) *Where can I get a copy of my transcript?*
From the Registrar's Office in Yost Hall. However, remember that SOURCE accepts non-official transcripts which can be downloaded or printed from SIS.
- 7) *What time is the application due on Feb 15 (or x date)?*
Please email the proposal with resume and transcript as 2 attachments. That is, proposal + resume = 1 attachment; transcript = 2nd attachment. Emails are due by 11:59pm on the deadline date. If you must turn-in a hard copy, it is due by 5pm on the deadline date. If the deadline date is on a Saturday or Sunday, hard copies are due by 5pm on the Friday BEFORE the deadline.
- 8) *Do students usually ask for the full \$3,500 stipend?*
Most do. However, for students who want to invest part-time in a project, they can request accordingly.
- 9) *Do students usually submit applications planning to work full-time, 40 hours/week in their research? How many weeks do students usually plan to work during the summer?*
The formal summer programs are mostly 10 weeks typically beginning the Tuesday after Memorial Day. However, some students will begin working soon after exams and extend into August. These students are not living in campus housing, of course. They may work 30-35 hours per week. This question may also be more pertinent to those students who are working in laboratories across campus and not as related to our humanities and fine arts students.
- 10) *Is the money from the stipend supposed to serve as compensation for time spent in the lab, or is it mainly for project expenses?*
For engineering and science students, the funding amount (up to \$3,500) is usually paid as a stipend. There have been exceptions. Humanities and fine arts students utilize the funding amount to cover a variety of expenses, including travel, housing and board, research expenses, etc.
- 11) *Do professors often provide supplemental compensation for student researchers working in their labs?*
Some do. However, our faculty provides your research expenses (e.g. project supplies) during the summer and some are more likely to offer compensation during the academic year when SOURCE stipend funding is not available.
- 12) *Who reads and evaluates the applications?*
SOURCE invites faculty, post-doctorates, and doctorate students to serve as readers for our summer evaluations. These readers provide written feedback about the application, which SOURCE is willing to share with you at your request.
- 13) *How many applications can I have?*
Over the years we have had at least two students to submit 2 applications with 2 different mentors in 2 different departments. However, it does take away your making the passion argument for a particular project!
- 14) *How specific should my SOURCE application be?*
Specific. The readers will come from your disciplines, and they want to have a good idea of what you're doing and how you're planning to do it.
- 15) *What are some of the recent projects that have been supported by SOURCE from the Humanities, Arts, and Social Sciences?*
The below list provides information about humanities and fine arts students funded by (or through) SOURCE summer funding. Some projects aren't necessarily "creative endeavors," but humanities scholarship, but SOURCE hopes this will give you some examples to get YOU thinking more about what YOU can do!

2015

- John Brogan, *Social marketing for recycling and conservation initiatives*, Mentors: Fey Parris, Cognitive Sciences & Stephanie Corbett and Erin Collar, Office of Sustainability
- Grace Cammarn, *CWRU GHG Inventory, Benchmarking and Best Practices*, Mentor: Stephanie Corbett, Office of Sustainability
- Brittany Chung, *An Investigation of Chinese “Brotherhoods” in Jamaica*; Mentor: Jia-Chen Fu, History.
- Aviva Gersovitch, *Banning Bottled Water: Meaningful Solution to Reducing Waste on Campus or Red Herring?*, Mentor: Erin Kollar, Office of Sustainability
- Collin Kemeny, *Concerto for Alto Saxophone and Wind Ensemble*; Mentor: Gary Ciepluch, Music.
- Emily Kugel, *The Invention of Indian Landscape by the Early British East India Company*; Mentor: John Broich, History.
- Rebecca Pannone, *Kinematic Differentiation of Lexical Stress between Children and Adults*; Mentor: Jennell Vick, Psychological Sciences
- Rachel Sosnowchik, *Contraception in Context: Understanding Birth Control Access and Use Between Ireland and the United States in the 20th Century*; Mentor: Renee Sentilles, History.
- Elizabeth Taylor, *Educational Summer Internship with Kentucky Department of Public Advocacy*; Mentor: Elliot Posner, Political Science.

2014

- Charles Burke, *Pompeian Pottery Production in the Third Century B.C.E.*; Mentor: Kevin Dicus, Classics.
- Saadia Pervaiz, *The Lives of Inter-Racial Children in British East Indies and Their Effect on Racial Fluidity*; Mentor: Ananya Dasgupta, History.
- Olivia Ortega, Internship at Migration and Refugee Services; Mentor: Elliot Posner, Political Sciences.
- John Turner, *Impacts of Moratoriums on Gas and Oil from Shale Deposits on Publicly Traded Companies*; Mentor: Justin Gallagher, Economics.

2013

- Madison Ivan, *Prostitution in Cleveland*; Mentor: Renee Sentilles, History.
- Ellen Kubit, *Evaluating Sexual Violence Prevention in Ohio*; Mentor: Karen Beckwith, Political Sciences.
- Silvana Zapata-Ramirez, *Guerrilla Movements: The Effect the Economy and GDP Have on the Success*; Mentor: Kelly McMann, Political Sciences.

2012

- Anthony Castellaneta, *Philosophy of Mathematics in Ancient Indian Traditions*; Mentor: Deepak Sarma, Religious Studies.
- Timothy Filla, *Currency Interdependence and War*; Mentor: Elliot Posner, Political Sciences.