

University of La Verne

La Verne Academy Outline & Application Cover Sheet: Faculty & Student Research Grant

Application due February 14, 2020

La Verne Academy recommends the awarding of faculty research grants to the Provost each year. Faculty and Student Research Grants are designed to engage students in research and scholarly/creative activity at a professional level as well as to (a) enable the presentation of papers/creative works at academic or field-related conferences and venues, (b) promote attainment of academic publication, or (c) support development of papers to agencies that are stakeholders of degree-related research efforts. These grants range from \$2,500 to \$5,000. Additionally, Faculty and Student Research Grants provide support for research and creative or artistic expressions by full-time faculty. Grants are not awarded to support normal instructional activities nor routine research to support instruction.

Applicant's Name (First & Last)

College

Department

Research Title

ATTACH THE FOLLOWING ITEMS TO YOUR APPLICATION:

1) Abstract - 2-5 pages summary including the research's: a) objective, b) method, c) significance, d) expected value to your discipline and the University, e) academic community reference list in support of your proposal, f) related research list, (g) budget outline, and (h) budget discussion (how funds will be spent and indicate future grant or other external funding opportunities that might be stimulated by the grant).

2) Curriculum Vitae

Summarize the Intent and Purpose of the Research

Budget Outline (insert expenditures; explain financial necessity to research in the Abstract's "Budget Discussion" section)

Research Assistant
(ULV student)

Travel - Air, Rail, Bus

Books

Travel - Taxi, Shuttle,
Rental Car, Gas

Technical Support

Travel - Miles

Supplies

Travel - Lodging

Other

Travel - Meals
(\$40/day)

Travel - Internet/Phone

Budget Total

My signature below indicates that I understand: (1) approved funds may be spent during the grant term of July 1, 2020 – June 4, 2021, (2) students being paid for research assistance must be hired through the University’s Human Resource department, (3) funding cannot be paid directly to or used as salary supplements to the applicant, (4) funding is not awarded to one-year-only faculty appointees, (5) research funding may be used while on sabbatical leave, (6) any books or related materials purchased with research funding become the property of Wilson Library beginning on July 31, 2021, (7) equipment and data purchased with research funding become the property of the department, (8) purchasing standard computer hardware or writing textbooks as subvention for publication with research funding is prohibited, (9) responsibility to adhere to all university policies for expense reimbursement and vendor contracts and payment processing, (10) any proposed revisions to the grant project must be reported to the Office of the Provost for approval, (11) distribution of the proposal within the university may occur for the purpose of seeking external funding, (12) the requirement to present a lecture on the research outcomes in collaboration with departments, colleges, Center for Teaching and Learning, or the Lewis Center for Research and Well-Being no later than June 30, 2021, (13) the requirement to submit a report on the research to the Office of the Provost is due no later than July 31, 2021, and (14) failure to submit a report no later than July 31, 2021 disqualifies eligibility for future La Verne Academy research grants.

Applicant's Signature: _____

Date: _____

Department Chair

Your signature below indicates approval of the research and proposal.

Department Chair's Signature: _____

Date: _____

Dean

Your signature below indicates approval of the research and proposal.

Dean's Signature: _____

Date: _____