

## **Pforzheimer Honors College Research Grant Application**

The Pforzheimer Honors College Research Grants are designed to support and encourage Honors College students in research for projects that will produce exemplary senior theses. Students will devise and undertake worthy research projects in collaboration with Pace University faculty mentors. The stipend, up to \$1000, may be used on or off campus and can support study or travel or supplies related to the student's research interest. This award is designed to create a culture of undergraduate student research at Pace that both enhances student learning and credentials and engages larger numbers of faculty in guiding students in research.

### **ELIGIBILITY:**

This grant is open to student-faculty teams from all fields of study:

- The student must be a currently enrolled full-time undergraduate student at Pace University. The student must be in good standing with the Honors College, and have had some prior experience either in completing a significant research or writing project, participating in an internship, or engaging in community service or occupational involvement relevant to the proposed research.
- The faculty member must have an earned doctorate or the appropriate terminal degree. He/she must be currently employed by Pace University as a full-time faculty member, and must have had previous experience working with students in supervised research or academic projects.
- **THE PROPOSAL:** Grant proposals should include: a project description written in a manner understandable by those in different disciplines, a statement of objectives and anticipated outcomes, a timetable for fulfillment, and a budget detailing principle items with brief explanations. If the proposal involves participation by human subjects, it must undergo IRB review using the approved University processes. Budget items may include: start-up costs, equipment (e.g., software), travel, photocopying, entrance fees (i.e., museums or archives), and other necessary and appropriate expenses. The student is required to provide a resume and other personal information. He/she should also identify other sources of funding available or solicited to support the proposed research project (e.g., a student who receives a Lang fellowship will not be eligible for an additional

Honors research grant). Particular attention should be paid to how this research will contribute to completion of the student's Honors senior thesis. **FUNDING, DURATION, AND OTHER INFORMATION:** Award amounts shall not exceed \$1000. PLEASE NOTE: STUDENTS DO NOT HAVE TO APPLY FOR THE ENTIRE \$1,000 STIPEND. THE HONORS COLLEGE WILL CONSIDER GRANTS OF A LESSER AMOUNT.

- Grants may be used for one semester or one academic year.
- All equipment, databases, and non-perishable materials of a substantial nature purchased with these research funds shall be the property of Pace University and the Honors College.
- No funds may be used to purchase food, beverages, or gift cards.

### **APPLICATION PACKET**

Each application consists of three components:

- (1) The proposal itself in which the project is described. The maximum length of each proposal is 3 pages.
- (2) The completed Information and Approval form, which is found at the back of this announcement.
- (3) The applicant's resume.

**PACE UNIVERSITY HONORS RESEARCH GRANT – INFORMATION AND  
APPROVAL FORM**

**TITLE OF PROPOSED PROJECT:**

--

**STUDENT INFORMATION:**

**\*\*Please submit a copy of your resume with this application.**

Student name	
University ID#	
Number of credits completed at the end of this semester	
Cumulative GPA	
Major(s)	
Minor(s)	
Campus Address	
Home Address	
Pace Email Address	
Personal Email Address	
Mobile Phone Number	

Please state in a sentence of two your prior experience in completing a research, writing, internship, work experience, or community service project:

**FACULTY MENTOR/SUPERVISOR:**

Name	
Faculty Rank or Position	
Department	
Campus / Business Address	
Campus / Business Phone Number	
Mobile Phone Number	
Campus E-Mail address	

**BUDGET FORM:**

<b>BUDGET CATEGORY</b>	
<b>SUPPLIES AND MATERIALS</b> (PLEASE ITEMIZE)	
<b>EQUIPMENT</b> (PLEASE ITEMIZE AND EXPLAIN ITS ROLE IN THE PROJECT)	
<b>TRAVEL</b> (PLEASE ITEMIZE AND EXPLAIN ITS ROLE IN THE PROJECT)	
<b>OTHER:</b> (e.g., PHOTOCOPY COSTS) (PLEASE SPECIFY)	
<b>TOTAL AMOUNT REQUESTED FROM THE HONORS GRANT:</b>	

**CERTIFICATION:**

I understand that: (1) The general terms and conditions of this proposal as stated in the application form and program guidelines have been read and accepted. (2) Any funds granted as a result of this application are to be expended for the purpose outlined herein in accordance with University policies, and any funds not expended for this purpose shall revert back to the proper program upon completion or termination of the award, whichever is earlier. (3) The award may be revoked in whole or in part should my relationship with Pace University cease, provided that such revocation shall not include any amounts payable up to the effective date of revocation.

**SIGNATURES OF GRANT APPLICANTS:**

STUDENT: \_\_\_\_\_ Date \_\_\_\_\_

FACULTY MEMBER: \_\_\_\_\_ Date \_\_\_\_\_

Please submit the completed application and all supplementary application materials to:

**Pforzheimer Honors College**

**Kessel Suite 200**

**861 Bedford Road Pleasantville, NY 10570**

**Phone: (914) 773-3848**

**Email: [honors\\_plv@pace.edu](mailto:honors_plv@pace.edu)**

We encourage you to submit your application in-person. If you are unable to do so, please email application.