

JEPSON SCHOOL UNDERGRADUATE RESEARCH PROGRAM

**RESEARCH GRANT APPLICATION**

*To support student research and creative projects including independent studies, senior theses, and honor theses.*

Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_

University ID No.: \_\_\_\_\_

Name as it appears on Soc. Sec. Card: \_\_\_\_\_

Present Address: \_\_\_\_\_

*street*

*city*

*state*

*zip code*

Present Telephone (including area code): \_\_\_\_\_

2<sup>nd</sup> Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

Units Completed: \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_

Title or Subject of Project: \_\_\_\_\_

Name of Sponsoring Faculty\*: \_\_\_\_\_

*Name (please print)*

*Signature*

*Date*

**\*Note: Each applicant is required to have a letter of endorsement from a faculty supervisor.**

Total Amount Requested: \_\_\_\_\_

Period for which grant is sought: \_\_\_\_\_

Starting Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_

Courses (with grades) completed relevant to proposed research project:

**Courses**

**Grades**


Relevant courses being taken during project period:

\_\_\_\_\_

\_\_\_\_\_

Skills, knowledge, etc. pertinent to project: \_\_\_\_\_

Academic Credit (units) Requested: \_\_\_\_\_

Specify which semesters: \_\_\_\_\_

Please attach a written proposal that addresses the following (3 page maximum):

**Part 1: Aims**

As concisely as you can, state the aims of your project. What are the specific questions you seek to answer?

**Part 2: Background and Significance**

Why do you want to answer this question? What is known and not known in this area of inquiry? (Please provide citations from the relevant literature.) What literature will your project engage? Is there a controversial idea you propose to address or missing information you propose to provide?

**Part 3: Project Design and Methods**

Describe the design of your project and explain how the methods and design of your project will answer the questions you pose. If your work requires human subjects, do you have approval from the IRB? If your work requires animal subjects, do you have approval from IACUC? If not, please explain what steps you will take to receive the required approval.

**Part 4: Budget**

Provide a detailed budget to the nearest whole dollar and justify your expenses. Most awards are for \$750 or less. Requests above that amount require extensive justification. The Committee may trim your budget if it appears excessive.

**Part 5: Literature Cited**

Provide a full literature review and bibliography of works cited.

*Please submit completed form with proposal to the Jepson School drop box located at Jepson 122.*

*Forms may also be mailed, scanned and e-mailed, or faxed to:*

Dr. Kerstin Soderlund  
Associate Dean for Student and External Affairs  
Jepson School of Leadership Studies, 123 Jepson Hall  
28 Westhampton Way  
University of Richmond, VA 23173  
[Email: ksoderlu@richmond.edu](mailto:ksoderlu@richmond.edu)  
Fax: (804) 287-6062

*Scanned or faxed signatures are acceptable.*