HUMANITIES & SOCIAL SCIENCES RESEARCH GRANT PROGRAM

Department Nomination Deadline: April 1, 2011

Guidelines and Information

This program is designed to assist talented graduate students in education, social sciences, fine arts, and humanities to pursue original research. Since these disciplines traditionally have limited access to extramural funds, this program's purpose is to help redress an imbalance in funding for graduate student research. Doctoral domestic and international students may apply.

Eligibility

Applicants must be advanced to doctoral candidacy and must be enrolled as a full-time graduate student at UCSB, or on official Leave of Absence, and in good academic standing, at the time of application. Award recipients must be registered during Spring Quarter of the current year. Students may receive this award **once** during their academic career at UCSB.

Doctoral P3 class level students are not eligible for central fellowship funds. (A student enrolled for more than 9 quarters since advancement to doctoral candidacy is P3 class level.) For example, if Spring 2011 is a student's tenth registered quarter since advancement to candidacy, that student is not eligible to apply for this fellowship.

Terms of the Award

Awards will be for a maximum of $2,000. The committee may award a lesser amount than requested by the applicant. Award recipients must be registered during Spring Quarter of the current year, and awards will be disbursed by the end of June. Award recipients must complete the project and submit a final report to the sponsoring faculty no later than one year from the date of the award.

Award Determination

Awards will be based on academic merit, the feasibility/validity of the proposed project, the qualifications of the applicant in relation to the project, and the significance and originality of the project. Awardees will be notified by mail, in care of the campus academic departments, by June of the current year.

Application:

1. **Cover Sheet** (see attached)
2. **Curriculum Vitae** - a copy of the applicant's cv, not to exceed two pages
3. **Budget** (please use the budget template provided) - A one-page budget must be included that details and justifies the projected expenses. Costs must be reasonable and necessary.
   > **Note:** Funds **may not** be used for the following: purchases of major items of non-expendable equipment (such as computers/hardware/software), meals, per diem, student salary or for costs associated with attending study centers or for taking courses.
4. **Project Plan** - the proposed project should be described in a plan not to exceed 1,200 words, typed and double-spaced, standard-sized font. The proposal should be easily understood by a group of faculty from different fields, and discipline specific jargon should be avoided if possible and explained when necessary.
   > **Proposal Format:** The diversity of subjects and forms of creativity in these disciplines make it difficult to suggest a standard proposal format. Your proposal should succinctly state your objective and the significance of your research. To the degree feasible, it is suggested that all proposals follow this format:
   > - Objective(s) of study
   > - Background/content of investigation
   > - Research approach and procedures
   > - Schedule of research
   > - Your qualifications and preparation for this project
   > - Anticipated results and significance of results
5. **Letters of Recommendation** - two sealed letters are required to be sent from faculty members with at least one from the student's advisor.

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COVER SHEET

Department Nomination Deadline: April 1, 2011

Materials Submitted: ☐ Cover Sheet - signed   ☐ Curriculum Vitae
                     ☐ Budget   ☐ Project Plan

Letters of recommendation to be sent under   1. _____

separate cover by: 2. _____

Name _____   Perm _____

Phone _____   E-mail _____

Department _____

Date Advanced to Doctoral Candidacy _____

Project Title _____

Is this project related to your thesis or dissertation?   ☐ YES   ☐ NO

Amount Requested _____

Name of Faculty Advisor/Mentor _____

Have you ever received a Humanities & Social Sciences Research Grant while at UCSB?

☐ YES   ☐ NO

If yes, in what year did you receive the award? _____

It is required that domestic applicants, U.S. citizens and permanent residents submit the FAFSA (Free Application For Federal Student Aid–www.fafsa.ed.gov) for 2010-11 and have need analysis information in place at the Financial Aid Office prior to submitting this application. While it is not necessary to be financially needy to receive a Humanities & Social Sciences Research Grant, as a public institution a large share of our fellowship funds are provided through financial aid monies and each fellowship recipient is required to file the form.

Please indicate the date you submitted the 2010-11 FAFSA _____

Applicant's Signature _____   Date _____

HUMANITIES & SOCIAL SCIENCES RESEARCH GRANT PROGRAM
BUDGET PAGE

Applicant Name _____

Project Title _____

For the categories listed below, please itemize the anticipated costs that are applicable to your research project. Please detail and justify the projected expenses. Costs must be reasonable and necessary.

Note: Funds **may not** be used for the following: purchases of major items of non-expendable equipment (such as computers/hardware/software), meals, per diem, student salary or for costs associated with attending study centers or for taking courses.

Supplies:

Item	Cost

Travel and Transportation: Please include air fare and/or ground transportation costs.

Note: air fare will be limited to the following: $350 California; $685 All other U.S. Locations, Mexico, Canada; $1,030 Puerto Rico, Europe; $1,200 Central or South America; $1,400 Asia, Africa, Middle East, South Pacific.
If a personal vehicle will be used, mileage must be indicated and cost will be determined at the University's rate of 50 cents/mile.

Item	Cost

Housing/Living:

Items in this category will be considered only if research will be conducted outside of the Santa Barbara area. Please indicate if you intend to stay with family or friends while conducting your research.

Item	Cost

Miscellaneous:

Item	Cost

Total Cost: _____

HUMANITIES & SOCIAL SCIENCES RESEARCH GRANT PROGRAM
LETTER OF RECOMMENDATION – Student Advisor

Applicant Name _____

Please evaluate the research project and academic qualifications of the applicant. Please type. You may submit a separate letter or use this form.

PROJECT: (significance, feasibility, etc.)

TIMELINESS: (Is this the appropriate time in the student's career to apply for a research grant?)

APPLICANT: (academic record and promise; please indicate in what percentile this student falls compared to other students you have supervised.)

Student Advisor's Name (please print) _____

Student Advisor's Signature _____ Date _____

Title _____

Department _____

HUMANITIES & SOCIAL SCIENCES RESEARCH GRANT PROGRAM
LETTER OF RECOMMENDATION

Applicant Name _____

Please evaluate the research project and academic qualifications of the applicant. Please type. You may submit a separate letter or use this form.

PROJECT: (significance, feasibility, etc.)

TIMELINESS: (Is this the appropriate time in the student's career to apply for a research grant?)

APPLICANT: (academic record and promise; please indicate in what percentile this student falls compared to other students you have supervised.)

Recommender's Name (please print) _____

Recommender's Signature _____ Date _____

Title _____

Department _____