

CSWS Graduate Student Research Support Grants

Deadlines: Monday, February 4, 2008

The Center for the Study of Women in Society invites applications for research that reflect scholarly and/or creative work from a range of disciplines on topics related to gender, feminist theory, or any aspect of women's experiences. Awards are subject to conditions set by CSWS.

WOMEN'S HEALTH: Funds from the Stanton Scholarship for Health Research, administered through CSWS, are also available for graduate students in the social and behavioral sciences or related fields who are conducting gender-related research in one of the following areas: women's health, disease prevention, health education and promotion, disparities in health within or across populations, health services research, epidemiology, or other related areas. Preference will be given to applicants doing research domestically (i.e., within the United States), although qualified applicants doing research internationally will also be considered. If you believe your research would qualify under this provision, please indicate so where indicated on the application and provide a clear statement in the proposal narrative to that fully describes how your research relates to the Stanton Scholarship criteria.

Eligibility: Only graduate students enrolled at the University of Oregon are eligible to receive CSWS Graduate Student Research Support Grants. Graduate students currently employed by CSWS are NOT eligible to apply.

Award Conditions

- a. **Funded Amount:** Awards up to \$2500.
- b. **Human subjects:** If the proposed research involves human subjects, the applicant is responsible for obtaining approval from UO Committee for the Protection of Human Subjects/Institutional Review Board. Contact the Research Compliance Office, Suite 106, Riverfront Research Park or call 346-2510. No funds will be released until applicant has received approval.

Use of Funds

- a. Funds may be used both for living expenses (taxable) and reimbursable research expenses.
- b. **Technical expenses** may include materials and supplies, raw materials or costs in production of creative work, expenses in data collection (e.g., interviews, coders, payments to subjects), data analysis, purchase of data sets, travel, video and audio tapes, literature searches, photocopying, books, equipment (less than \$500), etc.

- c. **Reimbursement:** Although University approved per diem rates may be used for most travel-related expenses, other research expenses are reimbursed only upon presentation and processing of proper receipts. Photocopied receipts may be submitted with the proposal, but original receipts are required for reimbursement if the grant is awarded. And while CSWS funds will cover expenses incurred up to three months prior to the grant deadline date, the University will not reimburse receipt-based claims that are "older" than six months. Therefore, awardees are advised to submit only those receipts that can be processed within the time allowances set.

Funding Period

The grant funds awarded may be used or reimbursed beginning as soon as the award has been officially made and must be expended by 6/30/2009. Funds unexpended at the end of the grant-funding period will revert back to CSWS unless a prior written exception has been sought and approved by CSWS.

Funding Limitations

Only one CSWS research award is available to graduate students during any one academic year. This does not include travel grants.

Post-Award Obligations

External Grant Applications:

- Funds may be used for the preparation of grant applications to external funding agencies. All such applications require the prior review by CSWS staff and either endorsement or release of CSWS sponsorship.
- We require that external funds generated from grant application activities supported by this CSWS grant be administered by CSWS, with indirect cost credits assigned to CSWS.

Report of Research Results: Upon completion of the grant, the grant recipient will be invited to present her/his research findings at a seminar sponsored by CSWS.

Acknowledgment of CSWS: The grant recipient is expected to acknowledge CSWS support in all publications including web publications and web sites, videos and/or creative work resulting from this grant.

Submit FOUR (original + 3) copies of the following materials (applications not returned).

Layout: 1 inch margins, double-spaced, 11 point font (minimum), san serif font (Arial or Verdana) for ease of reading.

- 1. Application and budget:** Official application and budget worksheets are attached. Make sure you copy both sides.

2. **Abstract:** This should be a one-page, double-spaced abstract for a non-specialist audience stating clearly why the project is important, what difference the results of the project will make, and to whom. The statement should explain the importance of the proposed research to larger issues or themes in the area of women and/or gender.
3. **Proposal:** The proposal narrative should not exceed four double-spaced pages. Proposals exceeding the specified page limit will not be considered. The proposal narrative should be organized, as described in a-d, to address what you intend to do, why the work is important, and how you plan to carry out the project.
 - a. **Conception and Definition:** Describe the specific research planned for the grant period, explaining basic ideas, problems, or questions to be explored.
 - b. **Significance:** Briefly sketch the background of the proposed research, evaluate existing knowledge, and identify gaps that your research is intended to fill. State concisely the significance of the proposed work to research on women and/or gender and how the work contributes to the mission of CSWS. While our page limitation prevents a full review of the literature, a succinct discussion of the most recent and highly relevant literature will help reviewers.
 - c. **Work Plan, Methods, and Approach.** All proposals will be judged on the basis of their theoretical and methodological strengths. Clearly demonstrate how the research processes and/or methods identified in the proposal will elucidate the research questions posed. Proposals that gather primary data or use secondary data from human subjects should define the sample and procedures to be used and discuss data collection and analysis issues appropriate to the methodology or methodologies to be employed. Proposals that gather data from non-human subjects, including documentary or archival sources, should discuss relevant sampling and data collection issues and analytical and interpretive approaches to be employed. Proposals that are primarily theoretical or involve the production of art, music, performance, or other creative material should discuss the relevant scholarly processes that ensure the quality of the proposed project.
 - d. **Timeline of Project:** Identify steps to be followed and their relationship to work completed or anticipated.
4. **Bibliography:** Cited references in proposal description, if any.
5. **Current Vita:** Two-page abbreviated vita, including education, recent employment, publications and relevant awards and honors.
6. **Faculty Letter of Recommendation:** Ask a faculty member familiar with your work to review your proposal and to submit a letter of recommendation based on that review. The letter may be submitted sealed or unsealed, depending on the faculty member's preference (additional copies will be made by CSWS if necessary). Regardless, inclusion of the faculty letter of recommendation with the application materials will facilitate the review process. If the letter must be sent separately, then it may be faxed to 346-5096, e-mailed to csws@uoregon.edu, or sent to CSWS via campus mail (least recommended).

Application Assistance - For assistance with any aspect of this application, including budget matters, contact us by email at csws@uoregon.edu or call us at 346-5015. A workshop for prospective applicants is scheduled for November 14, 2007 at noon, 330 Hendricks Hall.

Review Process - Decisions are made by a CSWS review committee that includes faculty members from different disciplines. Decisions are based on the quality of the application/proposal, the degree to which the project supports the mission and interests of CSWS, and the researcher's experience and qualifications. Recommendations for funding are forwarded to the Director of CSWS, who works with the Associate Director to make final decisions based on budgetary and mission considerations.

All applications must be received in the CSWS office, 340 Hendricks Hall, no later than 5:00 p.m. of the deadline date. Please note that late applications will NOT be accepted. Notification of award will be made within two months after each deadline.

CSWS Graduate Student Research Support Grant Application
Deadline: February 4, 2008

Please type or print legibly

Name: _____ Student ID# : _____
Department: _____ Office phone: _____
E-mail address: _____ Home Phone: _____
Permanent Address: _____ City _____ State ____ Zip _____
U.S. Citizen: yes ____ no ____ (Information for payment purposes should you receive this grant.)
Proposal title: _____

STANTON SCHOLARSHIP:

Please consider my proposal for STANTON SCHOLARSHIP funding.

Anticipated dates of research period: _____ to _____

Have you applied for other research support for this study? No Yes If yes, indicate:

source: _____ amount requested: _____ est. notification date: _____

source: _____ amount requested: _____ est. notification date: _____

source: _____ amount requested: _____ est. notification date: _____

Have you received other CSWS grants in the past 3 years?

No Yes If yes, indicate:

award name: _____ amount received: _____ date of award: _____

award name: _____ amount received: _____ date of award: _____

award name: _____ amount received: _____ date of award: _____

If the project involves any of the following activities, please check below.

- Human subjects (interviews, no matter what the topic, require approval)
- Animal use
- Biological safety (including use of x-rays, microwaves)

The applicant is responsible for obtaining approval from UO Committee for the Protection of Human Subjects/Institutional Review Board. Contact the Research Compliance Office, Suite 106, Riverfront Research Park or call 346-2510. No funds will be released until CSWS has received a copy of the approval.

Submit all of the items below (provide original + 3 copies of each item):

- ___ Completed application and budget:
- ___ Proposal: not to exceed 4 double-spaced pages
- ___ Bibliography: cited references used in proposal description, if any
- ___ Current vita: two-page maximum
- ___ Faculty letter of recommendation (CSWS will make copies if necessary)

To the best of my knowledge, this proposal meets the objectives, restrictions, conditions, and guidelines for the CSWS Graduate Student Research Support Grant.

Applicant Signature

Date

BUDGET

A successful review of your grant is partly dependent upon our reviewers being able to understand why you are requesting the exact amount you have indicated, how you determined each component of the proposed budget, and how you intend to use funds if they are awarded. We have created a format that we believe will help. Itemize (in worksheet) and justify (in addendum) anticipated expenses for the research period (including expenses incurred up to three months prior to the grant deadline).

LIVING EXPENSES – You may elect to use all or a portion of your award for living expenses. The amount so designated will be paid out as taxable income and, as part of UO payables, may be subject to deductions for previously incurred University debts.

Amount to be issued as taxable personal income:

- ENTIRE AWARD
- PORTION (indicate amount) \$ _____
- NONE - I wish to use entire amount for reimbursable research expenses as indicated below

LIVING EXPENSES SUB-TOTAL: \$ _____

TECHNICAL EXPENSES

Data Collection and Analysis (except travel): (Describe other data collection and analysis costs and provide calculus in Budget Justification section)

Payment to subjects No. subjects _____ x per \$ _____ = \$ _____

Contracted services No. hours _____ x rate \$ _____ = \$ _____
(e.g., transcription, computer)

Other _____ = \$ _____

Data C/A Subtotal: \$ _____

Materials & Supplies: Describe item(s) and cost here. Justify their necessity of any unusual items in Budget Justification. Include equipment valued at less than \$500.

_____ No _____ x per \$ _____ = \$ _____
Description

_____ No _____ x per \$ _____ = \$ _____
Description

Materials & Supplies Sub-Total: \$ _____

Travel: Provide calculus and justify purpose in addendum – see UO Travel policies* re. lodging & meals rates by city as well as estimated driving distances and mileage allowance.

Air – Destination: _____ Est. RT = \$ _____

Ground transportation (estimated costs of taxi, bus or train) = \$ _____

Mileage: _____ x $\frac{\$0.485 \text{ per mile}}{8/07 \text{ rate}}$ x 2 = \$ _____
1-way miles

Lodging, Meals & Incidentals: Destination: _____

Lodging: _____ x _____ = \$ _____
Nights City rate

Meals and Incidentals: _____ x _____ = \$ _____
Days City rate

If more than one trip or more than one destination, please use the above format to indicate cost breakdown for each using either a separate sheet or the Budget Justification.

Travel Subtotal: _____

Other Expenses: (Describe item and cost; justify and provide calculus in addendum)

Duplication (estimate \$.05 x # of pages) _____ = \$ _____

Postage _____ = \$ _____

Other _____ = \$ _____

Other Subtotal: \$ _____

TECHNICAL EXPENSE SUBTOTAL: \$ _____

TOTAL BUDGET REQUESTED (LIVING EXPENSES + TECHNICAL): \$ _____

* <http://baowww.uoregon.edu/traveladministration.htm>
 Updated 9/26/07 11:28 AM

BUDGET JUSTIFICATION

Using additional sheets, if necessary, please explain more specifically what costs compose each budget category and justify any unusual or special aspect of the expense here. You may use this space to provide additional information regarding how you calculated or estimated the cost.

Data Collection and Analysis (except travel):

Materials & Supplies:

Travel: (Justify purpose and describe nature of travel; also indicate sources of cost estimates)

Other Expenses: (justify each item and provide calculus)