# SGA-Small Grants Application

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Small Grants Application

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Please fill out the primary student researcher's contact information below.<br>

○ Student name _____

○ Banner ID _____

○ Student academic department _____

○ Expected date of graduation (month/year)_____

○ Student BSU email _____

○ Student cell phone number _____

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If applicable, provide the information for a student co-applicant below.<br>

○ Co-applicant name _____

○ Co-applicant Banner ID _____

○ Co-applicant academic department_____

○ Co-applicant expected date of graduation (month/year) _____

○ Co-applicant BSU email_____

○ Co-applicant cell phone number _____

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Are there any other student participants in this project? If so, please provide their names and Banner numbers.

○ Student 3 _____

○ Student 3 Banner _____

○ Student 4 _____

○ Student 4 Banner _____

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Faculty mentor information:<br>

○ Mentor name _____

○ Mentor academic department _____

○ Mentor BSU email (please double check for accuracy) _____

○ Mentor office phone _____

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Research, Scholarly, or Creative Activity Title

○ Project Title (research, scholarly, or creative activity) _____

○ Projected starting & ending dates _____

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Describe the main goals and anticipated outcomes of the research, scholarly, or creative activity (up to 300 words)

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Provide background information, including any relevant references, that provides a context for your proposed project and helps others to understand related work that has been done that informs you about your project. For example, are you trying to apply a particular method or technique to address an unanswered question in your field, or are you exploring a particular technique to create a new work of art? (up to 250 words)

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Significance of your proposed project to advancing knowledge in the discipline and/or creating a new work of art (up to 200 words)

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Describe the approach/method you will use to carry out your proposed research, scholarly, or creative activity (up to 250 words)

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Identify any anticipated publication, presentation, exhibit, and/or performance resulting from the research/creative activity. <br>Note:  All recipients of a Small Grant Award must present results at the 27th Student Research and Creativity Conference on May 2, 2025.

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Indicate whether your proposed project involves any activity that requires  compliance review.  Human subject research requires IRB-Institutional Review Board review. This might include surveys, interviews, or observations. Use of vertebrate animals requires IACUC

review. If compliance review is required or you don't know, you must contact your faculty mentor to complete the application for review.

▼ YES, NO, I don't know

If you indicated YES above, please describe your project's current status in the IRB (or IACUC) process. No research funds will be released until successful completion of any required compliance review (research exempt or approved designation).

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**Start of Block: Budget**

Indicate whether you have received prior funding (includes both completed or current project) from the Office of Undergraduate Research.

▼ YES, NO

If you answered YES above, please provide details on the funding program(s)/amount(s), what you learned from the previous project(s), and how your current proposed project builds upon your prior research, scholarly, or creative experience(s). Please be as specific as possible by identifying the project, its goals, your findings, and how that experience shapes/informs the project you are now proposing.

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 Enter your budget request. minimum request = $100; maximum request for single-student project = $400; maximum request for multi-student project = $600

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Please provide a **detailed** list of the anticipated expenditures on items/services and the cost for each (student salary is not allowed). Note: Budget cannot be used to print posters, purchase office supplies, routine photocopying, or software already installed on department computers. Students should take advantage of equipment loan services available through the Butler Library and/or the Research Foundation. Please discuss any special technology needs with the Director of the Office of Undergraduate Research.

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Briefly explain why **each** item is being requested (e.g., how it is directly related to the project). Note: If the total project cost is more than $400 (single student project) or $600 (2 or more students working on the same project). If the project will cost more than the allowed amount, indicate the source(s) of the additional funds needed to carry out the project, and how the project would proceed if no additional funding were obtained.

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**STUDENTS CAN SKIP TO THE END AND SUBMIT**
The questions that follow are to be completed by Faculty Mentor ONLY. Note: It is highly recommended that the Student(s) directly contact their Faculty Mentor to be sure they received the BSU email message sent to them with information about how to complete your application. If your Faculty Mentor did not receive this message, please re-check their email address to be sure you entered it correctly. If your Faculty Mentor cannot access the application, they should email goodmams@buffalostate.edu.

Faculty mentor-Do you support funding of the proposed project?

○ Yes

○ No

Please address the following (approximately 300 words): (1) Your assessment of the preparation of the student(s) to conduct the proposed activity; and (2) how you will mentor (guide and support) the student(s) throughout the proposed project. Please be very specific about how many times per week you plan to meet with your student(s) and describe how you will monitor student progress.

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If the proposed project involves research requiring compliance (IRB or IACUC) review, please outline your timeline for this review.

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Please describe activities (e.g., presentations, performances, and/or publications) and other outcomes for students you mentored who received funding within the past 3 years from the Office of Undergraduate Research. If none of your students have been funded by the Office of Undergraduate Research in the past 3 years, leave this question blank.

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