

**Student Senate Research Foundation**  
**Application for Student Research Grant**  
**Fall 2010**

**Part One**

Name of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Current Student Status: [Freshman] [Sophomore] [Junior] [Senior] [Senior Plus]

Name and Title of faculty advisor:

\_\_\_\_\_

Department: \_\_\_\_\_

Title of Project: \_\_\_\_\_

\_\_\_\_\_

Is this a grant renewal?     yes                       no

Amount Requested: \$\_\_\_\_\_ (Currently the maximum grant amount is \$400)

Have you applied or will you apply to additional sources for funding of this project?

(e.g., other Departments, external grants, etc.)                       yes                       no

If yes, please elaborate \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you previously received any funding from the Student Senate Research Foundation?

yes                       no

If yes, how much? \$\_\_\_\_\_

I acknowledge that if my project uses human subjects that I will comply with all aspects of the College's Human Subject Review Policy.     yes

**Part Two**

RESEARCH PROPOSAL – to be completed by the student

Attach a one to two-page description of your research project. Your proposal should contain background information about your project, a description of your proposed methodology (what you will do and how), and a statement of the goals of your project.

**Part Three**

Prepare a BUDGET STATEMENT listing the amount requested and the purpose for each cost. This should be an itemized statement providing as much specificity as possible. For expenses that have not yet been incurred, attach as much documentation as possible. Admission letter to a conference or school, quotes for lab expenses, etc. For expenses that have already been incurred and that you are seeking reimbursement for, attach receipts. **Mileage is reimbursed at the College rate, by mileage rather than gas expense.** Records for travel expenses should be kept and recorded in a manner consistent with the College’s travel reimbursement form, excerpted below:

**Actual Expenses**

Date	Personal auto mileage	Personal auto mileage expense (.55/mile)	Parking & Tolls	Air/Bus/ Rail Fare	Local taxi, Car Rental etc.	Lodging Expenses	Meals	Other		Total
								Description	Amount	
		0								0
		0								0
		0								0
Totals		0	0	0	0	0	0		0	0

**Part Four**

1. Give your advisor for this project a copy of your research proposal, and ask him/her to write a Statement of Faculty Support. (See following page.)
2. Obtain the signatures of your faculty project sponsor and your Department Chairperson.
3. Return the completed application (cover page, research proposal, statement of faculty support, signature page and supporting documents) to:

**Brad Bosserman**, Director, Student Senate Research Foundation

Student Leadership Office in the Cook Carriage House. Contact him at **bossebra@aquinas.edu**

# Application for Student Research Grant

Statement of Faculty Support for: \_\_\_\_\_

(student name)

Please write a statement indicating your willingness to serve as advisor for the project described in the attached proposal. Specifically, please describe your level of involvement in the proposed project, including frequency and duration of meetings with the student, goals of the project, and assessment of progress. If this project involves human subjects, please specify how you intend to comply with the College's policy on Human Subject Review. Please contact the Student Senate if you have any questions about your responsibilities related to sponsoring this project. Feel free to type and print your statement, but this cover letter with your signature is required for a complete application.

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

Signature: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

**Aquinas College**  
**Student Senate Research Foundation**  
**Application for Student Research Grant**

Signature page for: \_\_\_\_\_

(student name)

I certify that I am a currently enrolled student in good academic standing at Aquinas College.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Student applicant)

Expected date of graduation (month/year): \_\_\_\_\_

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I have read the student's proposal, have written a statement of support, and agree to supervise this project.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Faculty sponsor)

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**APPROVAL OF DEPARTMENT**

Note: Signature indicates that the proposed project meets previously established standards for student scholarship in this field and is worthy of grant funding.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Department Chair)