

Summer Collaborative Research Experience (SCORE) Grants

Summer 2025

The purpose of this grant program is twofold: to nurture student researchers and to provide faculty members with an undergraduate student research assistant during the summer of 2025. By assisting faculty members in their research, students selected for the program will learn the knowledge and skills necessary for conducting advanced research in their field. The program is open to all disciplines and to all students expecting to graduate in December 2025 or later.

Purpose: The Summer Collaborative Research Experience (SCORE) grant is a program designed to introduce undergraduate students to the world of academic research. The program requires that each proposal be prepared as a joint effort between the faculty member and a qualified undergraduate student, and that the proposal describes a research project that will engage the student in research skills and techniques of that discipline. The program is open to faculty members in all disciplines.

Goals of the Program:

- Promote undergraduate research, scholarship, and creative activity.
- Enrich teaching and learning by providing opportunities for students to experience the process of scholarly exploration, discovery, and creative activity under the guidance/mentorship of a faculty member.
- Promote appreciation of the role of diverse areas of inquiry and ways of knowing in academic fields of study.
- Encourage the pursuit of advanced academic study.

Award: Request funds cannot exceed \$5,000. One undergraduate student researcher can be paid an hourly wage of \$10 per hour (+ FICA) for up to 275 hours for a maximum of \$2,750. FICA must be calculated on the wages the students will incur (e.g., 275 hours x \$10 = \$2,750; \$2,750 x 7.65% = \$210.38). (**Note:** Students cannot receive compensation if receiving academic credit related to the research project.) The faculty researcher will be compensated up to \$600 (including cost of benefits) for directing the research and mentoring the student researcher. (Faculty compensation will be paid after submission of the final reports.) Up to \$1,440 for supplies and/or travel directly related to the research project can be requested.

Eligibility: Faculty members in any discipline may apply with one undergraduate student who has an expected graduation date of December 2025 or later. Only one proposal per faculty member per summer is permitted.

Deadline for Submission: Monday, March 17, 2025 by 4:00 p.m. Proposals must be submitted online at <https://secure.sru.edu/forms/GrantTracker/Home> by the deadline. The Application Form along with required signatures (digital signatures and/or email approvals are acceptable) should be submitted to casey.hyatt@sru.edu in the Office of Grants, Research and Sponsored Programs by the same deadline.

Timeframe for Project: May 6, 2025 to August 19, 2025.

Deadline for Expenditures: All paid student hours must be completed by August 19, 2025. Unexpended grant balances must be returned at the end of the project period. (An extension can be granted for the use of funds to support **student travel** to a conference for presentation in Fall 2025 or Spring 2026. However, the extension must be requested at least 30 days prior to the end of the project period to use the funds.)

For more information, please contact casey.hyatt@sru.edu.

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Proposal Format:

Application Form: Complete the online Application Form at <https://secure.sru.edu/forms/GrantTracker/Home>. User name is your SRU email address and network password. The proposal does not need to be completed in one sitting. It can be saved and completed at a later time.

Project narrative: The project narrative must be completed collaboratively between the faculty member and the student researcher and must provide the following information in the exact order with the paragraphs of each section headed with the underlined titles below. The project narrative should not exceed five (5) typewritten pages, single-spaced, with 1-inch margins and a minimum of 11-point font. Insert the faculty and student's names at the top of each page (FACULTYLASTNAME/STUDENTLASTNAME) and insert page number at the bottom of each page. Save the file as a PDF document. **Upload the PDF document to the Application Form by using the "Select files" button.**

Project Description: (no more than three pages)

- Overview -- Briefly describe the background and significance of the project. Clearly state your view of the proposed project's significance. Include a brief review of relevant body of scholarship.
- Goals/objectives -- List the goals of the research project. Describe to what extent this project will advance faculty/student research at SRU or within the discipline, and how this project contributes to one or more of the goals of the RFP.
- Description of the research project -- Describe the design of the project and the procedures to be used or activities to be engaged in to accomplish the specific objects using the following sub-headings:
 - a. Purpose/problem to be studied/hypothesis/project to be completed.
 - b. Methodology and/or creative process include the means by which data or ideas will be collected, analyzed, and interpreted.
 - c. Expected outcome of the project -- List the expected outcomes, including what you expect to learn and what others will learn. Describe the means of evaluation and/or dissemination of the findings or results (i.e., presentation, publication, etc.)
 - d. Roles of the researchers -- Identify the faculty researcher and the student researcher and clearly describe the role of each. Additionally, include method of selecting the student (i.e., prerequisite courses, skills, etc.). Explain to what extent this project will advance the collaboration in research between the faculty member and the student. Also, explain to what extent this project will advance the learning experience of the student involved.
 - e. If appropriate, a description of the use of humans or animals in the research. (Note: If funded, the project must be submitted to the IRB for research involving human participants or the IACUC for research involving animals. Projects involving hazardous materials must be approved by the Office of Environmental Health and Safety. Approvals do not have to be obtained prior to the submission of the proposal; however, no funds will be released until approval from the appropriate committee has been obtained.)

Timeline (no more than one page) – Include tasks to be performed by both the faculty researcher and student researcher. Project can begin on or after May 6, 2025 and end on or before August 19, 2025.

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Budget Narrative (no more than one page) – Funds can be requested for supplies and/or travel costs directly related to the project. Individual supply items do not need to be described, but clearly state why the items are necessary to complete the project. If travel for the student is necessary for the completion of the project, requests should explain where the student(s) will be traveling, for what purpose, and an estimated cost for items such as airfare or mileage, hotel, tolls, meals, etc. Travel to conduct the research project will be given more consideration than requests for funding to travel to a conference. However, if travel, **for the student**, to present at a conference is requested and the conference will be completed after the stated project period end date, the faculty member must request an extension at least 30 days prior to the end of the project period to use the funds. Requested funds cannot exceed \$5,000. Any funds over \$5,000 must be provided by the Department Chair and/or Dean, or other sources.

NOTE: Faculty compensation will be paid after submission of the final reports.

IMPORTANT: If requesting any type of software, the IT Department must be consulted for compatibility and to be sure the software (or similar) is not already available. Price quotes must be obtained from the IT Department and must be attached to the proposal narrative.

Submission Instructions: Submit the application by clicking on the “Submit” button. Once submitted, **print or download the completed Application Form** and obtain the required approval signatures (the student researcher, the faculty member, the department chair and the dean). Electronic approvals are accepted. **The completed Application Form must be submitted to casey.hyatt@sru.edu in the Office of Grants, Research and Sponsored Programs, by the same deadline.**

Evaluation Criteria: Awards will be granted on a competitive basis. Incomplete proposals will not be considered. Clearly defined projects that are likely to enhance the research skills of the student and help the student apply knowledge of his/her field to the research setting, as well as enhance the professional development of the faculty member, will be given high priority. The following criteria will be applied during the evaluation process:

- The quality of the proposal – it is clear, complete, well-organized, free of typographical and grammatical errors, etc.
- The methodology of the proposal – it is comprehensive, measurable or demonstrable, and well-stated.
- The significance of the research – it is well-defined and will advance the student/faculty research experience.
- The quality of the research experience for the student – the student is engaged in research activities in a meaningful way.
- The expected benefits to be realized by the faculty member – the project contributes to the faculty member’s professional and scholarly growth.

Expectations of the Awardees: The program does not require a research outcome (e.g., conference presentation or published paper), but completion of the project does require a final report prepared by the faculty member and a final report by the student researcher. The final reports will be due within 30 days of completion of the project, but no later than September 30, 2025. Student researchers who are not graduating in December 2025 are expected to submit an abstract to present at the SRU Student Symposium for Research, Scholarship, and Creative Achievement to be held during the spring semester.