SOURCE & Honors Program Funding Opportunities

General Overview
Syracuse University undergraduate students can apply for SOURCE funding to support their research and creative projects. Participants in the Renée Crown University Honors Program are also eligible to apply for Honors program awards to cover the cost of their thesis research and creative projects, as well as pre-thesis research related activities.

Types of Awards
SOURCE - Academic Year and Summer Research grants

Eligibility
1. Students from all disciplines are encouraged to apply.
2. Students should be full-time students at the time of application and during the award period.
3. Students must be working with a full time Syracuse University faculty member; research-related staff, Upstate Medical University faculty, and others may be eligible as well. Contact SOURCE if you have questions about your faculty mentor’s appointment. Faculty members with appointments that are not tenured or tenure-track may be eligible with approval from the department chair.
4. Students’ academic integrity and judicial records will be reviewed as part of the application process. Violations may jeopardize eligibility of the application.
5. Students must disclose other sources of research funding and may not be eligible to hold two major grants for their work simultaneously. Contact SOURCE with any questions about this.
6. Prior SOURCE grant recipients may apply, though new applications will receive priority consideration. There is a section on the application to report on the activity of the prior grant.
7. October deadline: applications from undergraduate students at all levels are accepted.
8. February deadline: applications from 1st-3rd year students are accepted. Senior applicants (i.e. May 2021 graduates) should use the Expansion Grant application for spring funding.
9. Expansion Grant, rolling deadline: applications from undergraduate students at all levels are accepted.
10. The SOURCE encourages applications from teams of students (up to 4 students). Each team will appoint a Team Lead. The Team Lead is responsible for submitting the application. Proposal materials should be developed collaboratively, and the group will typically work with one faculty mentor. Team members will share one award.

Undergraduate students funded by the SOURCE grants are expected to:
- Conduct original research or creative work, under the direction of a faculty mentor;
- Commit at least 20 hours per week during the summer months, for a total of 200 hours for summer awards, or commit at least 10 hours per week for a total of 400 hours for academic year awards;
- Participate in one research skills workshop and one diversity and inclusion in research workshop offered by the SOURCE;
- Submit monthly progress reports, verified by faculty mentors, including hours committed and tasks completed (SOURCE grants only);
- Present their work either on- or off-campus;
Renée Crown Honors Program Awards

Eligibility
1. Eligible students include Honors juniors and seniors currently working on Thesis Projects. Occasionally, sophomores who are planning Thesis projects will also be considered
2. You must be in good standing in the Honors program
3. Your project must have been approved by your faculty Thesis Advisor
4. Students’ academic integrity and judicial records will be reviewed as part of the application process. Violations may jeopardize eligibility of the application.
5. Students must disclose other sources of research funding and may not be eligible to hold two major grants for their work simultaneously. Contact the Honors Program with any questions about this.
6. Prior SOURCE grant recipients may apply. There is a section on the application to report on the activity of the prior grant.

Rolling Basis Funding Opportunities
1. SOURCE Expansion Grants: Apply for up to $1000 for research-related expenses including conference travel, publication costs, supplies and materials within the current academic year. Allow 4 weeks for review and decision.

2. Honors Program Development Grants: Honors Development Grants provide one-time funding of up to $1000 to Honors students in good standing, to defray the costs of participating in academic conferences, professional development activities and study abroad programs. Allow 4 weeks for review and decision. Learn more and apply: https://honors.syr.edu/my-honors/advising-center/development-grants/.

Application Process

Description & Selection Criteria:
Award applicants will be selected on a competitive basis to pursue a mentored experience under the guidance of Syracuse University faculty. The funding supports travel, supplies and materials, summer support, and other research expenses. Criteria for selection include academic, creative or professional strength and significance of the proposed project; level of the student’s skills to complete the project as demonstrated by the academic record and faculty mentor recommendation; feasibility of the proposed project; quality of writing in the narrative proposal.
Participants in the Renée Crown University Honors Program will submit applications for thesis funding through the SOURCE application process; the Honors Program will complete additional review and make decisions for these applications.

Prior to applying, interested applicants must contact their potential faculty mentor to discuss the project plans and confirm that the faculty member is willing to provide mentorship for the period in question. A brief recommendation form from that mentor is required as part of the application process. Proposals must also include a detailed description of the project, grounded in the academic, creative or professional field, a work plan, indicating the activities that will support the proposed research or creative work, as well as a budget, the timeline of activities, and the plan for dissemination of results.

Overview of the Intent to Apply:

- In order to be eligible to complete the full application, students must submit a brief Intent to Apply Form by 11:59 PM on the deadline. Late submissions will not be accepted.
- Intent to Apply applicants will receive an email which includes the link to the full application.
- The faculty mentor included on the Intent to Apply form will receive an email notification of the student’s Intent to Apply.

Overview of the Complete Application Components:

**Project Summary**

- Provide a project summary of no more than 250 words. This should include a brief overview of the research questions and objectives of the project, the methods, and expected outcomes.

**Project Proposal**

- In 3-4 pages, including any figures, images, tables and/or references, describe your project and how it relates to existing scholarly, creative, or professional conversations and activity in your field.
- Reviewers represent a variety of disciplines from across the university. Therefore, applicants must write their proposals without excessive jargon and in a style that is clear to reviewers who are not experts in the specified area.
- The project narrative must include the following items:
  - Description of your research or creative area of interest and proposed project. What are your research questions? You should situate your project within the existing scholarly literature or creative/artistic production, or professional best practices. Include a discussion of your methodology or approach to answering your research questions.
  - Indicate prior research and include examples of any previous work.
  - A statement as to the skills necessary for the proposed project. Indicate if you possess these skills already, or the plan you have to gain these skills (such as work conducted under supervision of your mentor). Most successful proposals will be related to the student’s program of study, unless there is a clear description of how the necessary skills will be obtained.
  - A timeline with a detailed plan of work, including what activities are proposed over what period of time
  - Discussion of how you will use the proposed budget.
● A description of the potential impact of your project on the University community and/or the broader world, and your plans for public dissemination of your work.

● A statement as to how the project will benefit your academic experience and potentially impact your career goals.

Budget

● Please use the budget template provided, and read instructions on the template carefully. Download a copy of the Word document and fill in your proposed expenses. We expect that you will make efforts to use your resources wisely. Budget expenditures may include:
  ○ Travel costs (food, lodging, transportation, museum or archive fees)
  ○ Supplies, materials, consumables (major equipment will need to be returned)
  ○ Presentation or publication costs (conference fees, poster printing, image permissions)
  ○ Lab or data analysis fees (equipment fees, transcription services, professional work)
  ○ Participant compensation (with IRB approval only - small payments to human subjects involved in research)
  ○ Summer living expenses (for summer grants only)
  ○ Hourly pay (for SOURCE academic year grants only; the project may not be tied to an academic requirement or receiving academic credit)
  ○ We understand that this budget may change as your project evolves, and you will submit a revised budget post-award.

Resume

● Maximum 2 pages.

University Transcript

● Students may submit an unofficial copy of their transcript. Download an advising transcript from MySlice.

Faculty Mentor Recommendation Form

● Upon submission of the Intent to Apply, you will receive a link to the brief recommendation form that you should share with your faculty mentor.

● The form includes:
  ○ Assessment of the academic strength and significance of the proposed project relative to the student’s research experience;
  ○ Discussion of the student’s skills and academic preparation for the proposed project;
  ○ Confirmation of the feasibility of the project and timeline;
  ○ A statement noting their agreement to serve in this capacity for the proposed project, including a comment as to their availability to serve as the faculty mentor during the proposed project timeline.
  ○ Students will not be able to view the recommendation form.

OTHER REQUIREMENTS:

All uploaded files must conform to these requirements: Margin - 1 inch: top, bottom, left, and right; Minimum font size - 12 points; Single-spaced 8.5 x 11 inch pages, numbered.
Each file must be uploaded as a PDF document, with a file name including: LastName.FirstName.Document Type (e.g. Orange.Otto.Resume; Orange.Otto.Proposal)

No additional materials, appendices, or supplementary documentation will be accepted.

Questions? Contact ugresearch@syr.edu or 315-443-2091

**Deadlines:**

**FALL**
October 1 (Intent to Apply Deadline, required) and October 15 (Complete Application Deadline), 2020.
Apply for SOURCE Academic Year Grant (up to $5000) for 20-21, and Honors Program Awards (up to $5000) for 20-21.

Timeline and budget may include:
- Spring 2021 only
- Spring and Summer 2021

**SPRING**
February 11 (Intent to Apply Deadline, required) and February 25 (Complete Application Deadline), 2021.
Apply for SOURCE Summer Grant (up to $2800) for summer 2021, SOURCE Academic Year Grant (up to $5000) for 21-22, and Honors Program Awards (up to $5000) for 21-22.

Timeline and budget may include:
- Summer 2021 only
- Summer, Fall, and Spring 21-22

**Start your Intent to Apply here.**