HOFFMAN RESEARCH SUPPORT GRANT - Application Cover Sheet

Please complete this form and attach it to your project description and budget. Proposals should be submitted to Kerry O'Brien, Dean of the Faculty's Office, Lane Hall. PLEASE submit your ORIGINAL PAPERWORK ALONG WITH 4 COPIES of this APPLICATION FORM AND 4 COPIES OF THE ENTIRE PROPOSAL for a TOTAL of 5 COMPLETE PACKETS.

Name          Bates ID #          Class Year

E-Mail Address        Campus box number        Preferred Phone

Research advisor

Title of project

Total amount of funding requested (maximum $1,000)        Completion Date

Are you on Bates campus during Short Term 2011? _______        Are you abroad during Fall 2011? _______

On a separate sheet, provide the following:

PROJECT DESCRIPTION. Provide 1) the title of your project 2) a one paragraph abstract of the project written for the general reader, 3) a brief narrative description of the project, and 4) a time table and 5) a detailed budget. In the narrative, describe the project and explain how Hoffman Research funds will support your research efforts. The abstract and narrative should be clearly marked to indicate what it is. Please be concise and protect the environment: do not exceed two (2) pages double-spaced for your abstract, project narrative, AND budget.

PROJECT BUDGET. Provide a detailed description of expenses associated with your project. Your budget should include actual prices or quotations whenever possible. Detail your entire budget, even if it exceeds $1,000, but remember that you may only request up to $1,000 from the Bates Student Research Fund. See guidelines regarding budget restrictions.

Have you been required to submit your proposal to the Animal Care Committee or the Institutional Review Board for review, and if so, has it been approved? _______________________

If you are requesting funds for equipment (e.g., small cassette recorders, scientific field equipment), have all attempts to find such equipment at Bates been exhausted? _______________________

Advisor Letter of Support.
Should be attached to proposal or emailed to Alison Keegan (akeegan@bates.edu) in the Dean of the Faculty's Office.

Applicant Agreement
I understand that funds remaining in my grant after the completion date indicated on this form are returned to the Hoffman Fund and offered to other students. I understand that any equipment or material purchased through this grant becomes the property of Bates College, after completion of my project, unless I have made a special request to keep the materials for future research.

Signature of Student        Date

DOF 5/2011