

# **Proposals for Student Independent Travel Research Grants for International/Intercultural Topics**

## **Center for International and Intercultural Studies**

Funding is available through the Center for International and Intercultural Studies at St. Lawrence University to support students who wish to pursue independent study and research to be conducted off-campus on international or intercultural topics. The purpose of these grants is to enhance immersion in a different culture and extend international or intercultural awareness.

Proposals normally support independent study that is grounded in prior academic course work; the fruits of this independent study must contribute to subsequent academic work on campus. Preference will go to those who have not previously received a grant through CIIS.

In developing the proposal, students must consult with a faculty member who will advise them, review the final draft of the proposal, and write a recommendation about the student and the proposal. It is especially helpful if this faculty member will also supervise the subsequent academic work which will build on this research.

### **DEADLINES FOR GRANT PROPOSALS**

For spring semester the deadline is November 5; for fall semester and the academic year the deadline is April 5. Proposals are reviewed by the Committee on International and Intercultural Studies and decisions announced about two weeks after the deadline.

Students may propose to do this independent work in association with their participation in an off-campus program or independently of any program. However, proposers should recognize that such work requires an adequate time frame; off-campus programs have especially full schedules. Such work is best planned to follow the off-campus program or to be accomplished during the winter break in a full-year program. Independent work may be done in January, summer, or, rarely, during fall or spring breaks. Grants will be made only to matriculated SLU students whose grant project is completed before the end of the last semester in residence. Grants may not be used for internships or for tuition and fees for non-SLU programs or courses.

**Proposers should follow the format indicated on the reverse.**

## THE PROPOSAL

Your first step should be to discuss your ideas with an appropriate faculty member and develop your proposal with this faculty mentor, who will then fill out the faculty recommendation form. You are also required to meet with the Associate Dean of International and Intercultural Studies (Carnegie 108) with a draft of your proposal at least 4 days before the deadline for submission. One of the benefits for students is gaining some experience in how to write a grant, and we are eager to work with you on this process.

The proposal should be single-spaced, word-processed, and include the elements indicated below. Submit your proposal and **an advising transcript** by the deadline to the Center for International and Intercultural Studies, Carnegie 108. After working on your proposal with your faculty mentor, provide him or her with a final copy of your proposal and the mentor recommendation form. The letter is returned directly to CIIS.

1. Working title for your project
2. Name of faculty mentor with whom you worked to develop this proposal
3. The research question being investigated (in one or two sentences).
4. Your qualifications and preparation. Provide information about the development of your interest or involvement in this topic and the course work which has prepared you for this project. Provide a copy of your advising/informal transcript with this application.
5. Logistical plans. Describe as specifically as possible how you propose to organize your field work. Address the timeframe within which you will do this work; comment on any calendar issues (such as a holiday period during the time of your research). Where will you stay during the field work? What contacts do you have which will assist you in organizing the project?
6. The methodology to be used in gathering data and the rationale for how this research fits into your ongoing academic work and goals. [Address the issue of the adequacy of the timeframe within which you intend to do this work.]
7. A bibliography of work on this topic. The bibliography will be an indication of your familiarity with the topic you propose to study or research further. Indicate what material in the bibliography you have already read. Students may present bibliographical and methodological information in the form of appendices, if this material has been developed prior to the proposal. Previous work on the topic may also be presented as an appendix.
8. Outcome. Your research supported by this grant should feed into a credit-bearing academic course upon your return, a course in which you will explicitly draw upon this research. This may be in the form of an independent study, an SYE, an honors project, a paper in a seminar course or a class presentation. Indicate how you plan to incorporate your research into a course. If the faculty director for this course is someone other than your mentor for this project, ask that faculty member to email CIIS with her/his approval of your plans.
9. A detailed budget for the travel and activity to be supported. Proposals which show a clear effort on the applicant's part to be economical will be viewed favorably.

# Faculty Recommendation Form

## For a Student Proposal for an Independent Travel Research Grant

**To the student:**

Provide the faculty member with whom you have worked on this proposal with a final draft of your proposal and this accompanying form. Remember that you also are required to have a conference with the associate dean for international/intercultural studies in CIIS prior to submitting the final draft. If your faculty advisor for this proposal is not the faculty member who will supervise subsequent academic work based on this research, ask that faculty member to email to CIIS her/his willingness to supervise your subsequent work.

**Due Dates:** Proposals and recommendation forms for spring semester are due by **November 5**; for fall semester and full-year **April 5**.

**To be filled in by student:**

Student's name \_\_\_\_\_

Name of faculty mentor for this proposal \_\_\_\_\_

How often have you met with your recommender in developing your proposal? \_\_\_\_\_

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**To the faculty mentor: Please write a letter about the student's capabilities to pursue independent research, addressing the following concerns.**

1. Please comment on how long and in what capacity you have known this student and on your involvement with the development of this proposal. If you have not been involved in developing the proposal, please let the student know that you are unable to write on his/her behalf. If another faculty member will subsequently supervise academic work which will draw upon this research, that faculty member should indicate her/his willingness to do so in an email to CIIS.
2. In your view, does this student have adequate academic preparation to undertake this study?
3. Please comment on the strength of the proposal, including its feasibility and its potential value to the development of this student. Can the project be accomplished in the time envisioned for the research?
4. In your judgment, does this student have the necessary personal and academic strengths, the motivation and commitment, and the intercultural skills to accomplish what s/he has proposed?

Signature \_\_\_\_\_

Please Print Name \_\_\_\_\_

Date \_\_\_\_\_

**Return to: Center for International and Intercultural Studies**

**STUDENT BIOGRAPHICAL INFORMATION**

**TRAVEL RESEARCH GRANTS**

Please fill out this form and return it with your travel research proposal to the *Center for International and Intercultural Studies, Carnegie 108*. Generous donors, many of whom are SLU alumni, have made these grants possible. We will use this information for record keeping and to notify your donor if your proposal is funded. We may ask you to contact donors directly.

Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

CMR #: \_\_\_\_\_ Campus Telephone: \_\_\_\_\_ Class Year: \_\_\_\_\_

Hometown: \_\_\_\_\_ State/Province: \_\_\_\_\_

Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

Title of Proposal: \_\_\_\_\_

Two-sentence summary of proposed activity: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Indicate the SLU off-campus program(s) in which you have participated or plan to participate:

\_\_\_\_\_

Indicate site of proposed travel/research if different from above: \_\_\_\_\_

\_\_\_\_\_

Honors/Awards: \_\_\_\_\_

\_\_\_\_\_

Extracurricular activities at SLU: \_\_\_\_\_

\_\_\_\_\_

Work experience/summer jobs: \_\_\_\_\_

\_\_\_\_\_

Hobbies/Interests: \_\_\_\_\_

\_\_\_\_\_

What are your plans after graduation? \_\_\_\_\_

\_\_\_\_\_

Do you plan to attend graduate school? \_\_\_\_\_

If yes, what do you plan to study? \_\_\_\_\_

What are your long-term career goals? \_\_\_\_\_

\_\_\_\_\_

I give my permission to St. Lawrence University to share this information with the appropriate donor.

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)