



BOB SCHIEFFER
COLLEGE of COMMUNICATION

OFFICE OF THE DEAN

DEAN'S STUDENT RESEARCH AND CREATIVE ACTIVITY GRANTS

| APPLICATIONS DUE | RECIPIENTS NOTIFIED BY | FOR RESEARCH EXPENSES FROM | EXPENSE REIMBURSEMENTS MUST BE SOUGHT BY |
|------------------------------|-------------------------------|---------------------------------------|---|
| 2 p.m. April 26, 2019 | May 10, 2019 | June 1 to Aug. 31, 2019 | 2 p.m. Sept. 3, 2019 |
| 2 p.m. July 26, 2019 | Aug. 9, 2019 | Sept. 1 to Nov. 30, 2019 | 2 p.m. Dec. 2, 2019 |
| 2 p.m. Oct. 25, 2019 | Nov. 8, 2019 | Dec. 1, 2019, to Feb. 29, 2020 | 2 p.m. March 2, 2020 |
| 2 p.m. Jan 24, 2020 | Feb. 7, 2020 | March 1 to May 30, 2020 | 2 p.m. May 30, 2020 |

Dean's Student Research and Creative Activity Grants are provided by a generous donor to the Bob Schieffer College of Communication. They will support scholarly work by undergraduate and graduate students majoring in the college, and may be used to support expenses incurred in conducting and/or presenting research or creative activity, either individually or in cooperation with a Schieffer College faculty member.

In fiscal year 2020, grants of up to \$500 each in the form of expense reimbursement will be available. That may include, but will not be not limited to, these sorts of expenses: travel (airfare, hotel, mileage, food, etc.) required to conduct scholarly work away from campus; travel and/or registration to conferences or workshops attended for the purpose of learning new research methods or skills, or for the purpose of presenting research or creative activity in a professional or scholarly venue; or purchase of supplies or services required to conduct research or creative activity, such as software, or printing or mailing costs.

The grants may not be used for the following: salary support for the student researcher; payment of stipends or honoraria to students, faculty, research subjects, consultants or other personnel; or purchase of permanent equipment or supplies (such as video cameras or photocopies) that should ordinarily be provided by an academic department.

Dean's Student Research and Creative Activity Grant applicants must provide the application materials outlined on the next page, submitting them in an electronic format to j.stayton@tcu.edu by the deadlines listed above. Paper applications will not be accepted. Applications will be reviewed by members of the Dean's Council, which will provide feedback to the Dean, who will make the awards.



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Applications must be submitted electronically to j.stayton@tcu.edu. Paper applications may not be submitted. Applications must contain the following information:

- Student's name, major field department in the Schieffer College, and expected graduation date.
- Title of proposed project.
- Abstract of the project (minimum 100 words; maximum 150 words) written for an audience outside the discipline.
- Narrative of the project (maximum of two double-spaced pages of 12-point text with 1-inch margins) that explains the context and goals for the work to be conducted or presented with these funds, and addresses how the work furthers the applicant's academic development at TCU.
- Itemized budget and justification (list up to \$500 of expenses to be reimbursed, the sources upon which these estimates are based, and the reason they are necessary to the conduct or presentation of the research or creative activity).
- List of any other TCU support the student researcher is concurrently seeking or has already received for this or other scholarly work.
- A letter of support from a faculty member in the student's home department in the Schieffer College.
- A copy of his or her c.v or resume.

Applicants must also indicate their agreement with each of the following parameters, should they be awarded a Dean's Grant:

- The applicant will seek IRB approval, as appropriate for the work.
- The applicant will seek pre-approval from the assistant to the dean (Jean Stayton) for expenses before they are incurred, to insure they are reimbursable expenses.
- The applicant will submit all expenses for reimbursement by the appropriate deadline listed on the previous page.
- The applicant will acknowledge that if expenses totaling more than the grant awarded for reimbursable expenses are incurred, he or she will be responsible for those expenses.
- The applicant will submit participate in the Schieffer College Research and Creative Activities Fair in April 2020, presenting a poster that briefly describes his or her scholarly work, whether completed or currently in progress.