

# Ingrassia Family Research Grants for Echols Scholars 2018-2019

## Application Form Instructions:

Echols Scholars interested in obtaining an Ingrassia Family Research Grant to support independent studies need to submit a completed application packet that includes the following materials assembled into one file:

- (1) an application form cover page (page below)
- (2) a research proposal (see additional information below for content)
- (3) a letter of recommendation from your primary faculty research sponsor
- (4) a personal resume that lists the awards, honors, etc, that you have received during your college years, plus current applications for scholarships, fellowships, and grants (chronological order)
- (5) a brief summary explaining why you believe that you should be awarded the Ingrassia grant
- (6) a copy of your unofficial transcript
- (7) an itemized budget
- (8) a one-page, single-spaced, summary of your research for IRB pre-screening (signed and approved by faculty mentor)
- (9) Students proposing to travel internationally as part of their proposed research need to apply to the International Studies Office as well. Complete the Student Projects Abroad Travel Form, submit that form by email to the International Studies Office by the award deadline, and include a copy of the form in your PDF file of Small Grant application materials. You will also be expected to attend a Preparatory Workshop for Student Projects Abroad. The Student Projects Abroad application is available at: <https://at.virginia.edu/2yvWGmT>

### Research Proposal:

In a statement of no more than one thousand words, describe your proposed research project. Include in this statement (i) a list the courses that sparked your interest in this field and led you to make this proposal; (ii) the name of the class with which this research project is associated (or the distinguished major program); and (iii) a brief discussion of any preliminary research and/or independent reading you have already carried out.

In your proposal, carefully state the working hypothesis, relevant background in the topic area, your background and training to carry out in preparation for the proposed study, and what you expect your research to uncover. Please also include information about how you expect your investigations will add to your knowledge and career achievement.

This research should be carried out in conjunction with a faculty mentored, graded course, seminar, or independent study / distinguished major program. Preference for funding will be given to proposals associated with “capstone” experiences and final theses, although strong independent research experiences are also considered. All funded research must be performed under the direction of a full-time member of the University of Virginia faculty.

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To apply, submit a **complete** application packet to the Echols Scholars Program Office, Monroe Hall 101, or as a single pdf by e-mail to [blc7h@virginia.edu](mailto:blc7h@virginia.edu) using the following subject line: **Ingrassia Family Research Grant-[your last name]**. The required letter of recommendation can be submitted in person, via messenger mail, or by e-mail (see separate instructions below).

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**Due dates: November 1, 2018 (for spring semester projects)  
February 21, 2019 (for summer projects with international components), March 15, 2019  
(summer projects without international travel), and May 15, 2019 (for fall semester projects)**

**Full Name:** \_\_\_\_\_  
First name Middle name Last Name

**Class Year:** \_\_\_\_\_ **Expected Graduation Date:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Local Address:** \_\_\_\_\_

**Permanent Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Major(s)** \_\_\_\_\_ **GPA:** \_\_\_\_\_

**Project Title:**

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

**Academic category of your proposal (Check one subject/discipline):**

Humanities  Natural Sciences  Interdisciplinary  Fine Arts  Social Sciences

**If you are applying for other research grants, please check or list all that apply:**

Community-Based Research Grant	Double Hoo Award	Miller Center Grant
Center for Global Health Award	Raven Society Award	College Small Grant
Kenan Award	Harrison Award	Other

*It is the intent of this and other undergraduate research grant programs to support as many qualified proposals as possible. While we encourage students to apply for any funds for which they are eligible, it is unlikely that students will be selected to receive significant funds from more than one competitive source.*

**Are you proposing to travel internationally?** NO  YES  **If yes which country:** \_\_\_\_\_

**Students must be cleared through International Studies Office before funds are released for international travel.**

**Please visit this link for complete details:**

[http://www.studyabroad.virginia.edu/index.cfm?FuseAction=Programs.ViewProgram&Program\\_ID=10683&Type=R&sType=](http://www.studyabroad.virginia.edu/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=10683&Type=R&sType=)

**Faculty Research Advisor Endorsement-Ingrassia Family Research Grant**

Please complete the page below indicating the student's Faculty Research Advisor. A letter of recommendation from your faculty research advisor must be provided. Hard copies may be turned in to the Echols Scholars Program Office, Monroe Hall 101 or sent via email to Bridget Cullinane-Anthony at [blc7h@virginia.edu](mailto:blc7h@virginia.edu). Make sure the applicant's name is clearly noted on the envelope or email (Ingrassia Recommendation for-your name).

**Advisor:** \_\_\_\_\_

**Advisor's Department:** \_\_\_\_\_

**Advisor's E-mail Address:** \_\_\_\_\_

**Faculty Advisor Endorsement**

**Faculty Advisor:** *Please initial the following items, sign below, and sign student's proposed budget.*

I agree to oversee the work of \_\_\_\_\_ during the entirety of  
the research project. \_\_\_\_\_  
*[initial here]*  
*[student's name]*

I have reviewed and approve the student's proposed budget. \_\_\_\_\_  
*[initial here]*

If the project involves human and/or animal subjects, I will advise my student to comply with the policies of the University's Institutional Review Boards. I understand that I may be required to undergo online IRB training. \_\_\_\_\_  
*[initial here]*

If the project involves international travel, I will advise my student to register with the International Studies Office, attend a pre-departure orientation, and comply with any other ISO requirements. \_\_\_\_\_  
*[initial here]*

I will review the student's final project and submit a one-page final evaluation to Bridget Cullinane-Anthony, Echols Program Coordinator, via email at [blc7h@virginia.edu](mailto:blc7h@virginia.edu). This evaluation will be due the semester following the completion of the research project.

\_\_\_\_\_  
Signature of Faculty Advisor

\_\_\_\_\_  
Date

**Itemized Anticipated Budget:**

<b>Transportation</b>	
<b>Meals</b>	
<b>Lodging</b>	
<b>Supplies, Lab</b>	
<b>Supplies, Other</b>	
<b>Travel</b>	
<b>Other</b>	
<b>*Total</b>	

\_\_\_\_\_  
Signature of Faculty Research Advisor

\_\_\_\_\_  
Date