



Promoting Research Opportunities Motivating Integrated Student Explorations Grants (PROMISE)

PROPOSALS MUST ADHERE TO THE GUIDELINES DESCRIBED BELOW. PROPOSALS NOT MEETING THE GUIDELINES, WILL NOT BE GIVEN CONSIDERATION. IT IS ABSOLUTELY NECESSARY THAT PROPOSALS BE SUBMITTED BY THE PUBLISHED DEADLINE. STUDENTS AND MENTORS ARE ENCOURAGED TO DISCUSS THE PROPOSAL WITH THE CHAIR OF THE CMU STUDENT RESEARCH COMMITTEE (TBD) BEFORE SUBMISSION.

GENERAL INSTRUCTIONS

Proposals must be written and submitted by the student(s) initiating the project. Individual students may receive no more than one project award and one travel grant per fiscal year for a maximum of \$1000/student/year in funding. (Note: PROMISE grant awards will be based on available funding –PROMISE grant program annual funding support may vary). For collaborative or group projects only one submission is required, which must designate a “Primary Investigator” or primary contact person for the project, in addition to the names of all participants. It is important that reviewers outside of the applicant’s discipline understand the project description and budget justification. Avoid the use of jargon whenever possible, and explain clearly any technical terms and procedures that are critical to the proposal.

Information must be provided in the format specified. For this reason, *prior to submission*, **APPLICANTS MUST MEET WITH THEIR PROJECT MENTOR TO THOROUGHLY REVIEW AND DISCUSS THE PROPOSAL.**

PROJECT GRANT PROPOSALS

Project Grant Proposals must include a:

- 1) [CMU Student Research Committee PROMISE Grant Application](#) – this cover document requires name and contact information of the applicant, major, notation of award category and summary of amount requested (electronic);
- 2) *Mentor Statement*; and
- 3) *Project Description*.

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The **Mentor Statement** must be attached to the student's proposal. This statement must include a(n):

- statement of support noting how the project is related to the student's work and/or ongoing work of the mentor, and whether or not the student initiated the project;
- analysis of the viability of project objectives and methodology;
- verification of budget needs and costs;
- description of the mentor support that will be provided;
- description of the student's background and preparation for the project.

The **Project Description** should not exceed five double-spaced pages (please number) and must include a(n):

- statement of purpose, goals or objectives. Provide appropriate background to contextualize the purpose statement;
- methodology, work plan, or design process;
- brief personal statement describing how you became interested in the project and how the project fits into your career, academic, and/or life goals; Describe why you are doing this work and what impact or significance you expect the project will have on yourself and others;
- description of the activities and expected results, products, or outcomes which may include, but are not limited to, a performance, exhibition, paper, or presentation;
- statement of how the work will be communicated to the broader campus community;
- timetable for completion of the project;
- itemized budget and justification of funds requested;
- description of any and all matching funds and whether they are secured or pending;
- bibliography or literature cited section (as appropriate for the discipline).