



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.**

TRAVEL GRANT PROPOSALS

Travel Grants 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:

- statement of support;
- verification of budget needs and costs;
- description of the mentor support that will be provided.

The **Travel Grant Proposals** should not exceed two double-spaced pages (please number) and must include a(n):

- brief personal statement explaining the purpose of your travel and how this experience fits into your career, academic, and/or life goals;
- timetable for travel plans;
- itemized budget and justification of funds requested;
- description of any and all matching funds and whether they are secured or pending.

Please note:

- *Unused funds from your account after April 30th (for fall grants) or September 30th (for spring grants) will be reallocated toward grants for the following year.*
- *The mentor may recommend termination of grant and the cancelation of further funding if the student is not fulfilling the terms of the proposal.*
- *All expenditures must be in accordance with University policies and should be based upon principles of economy.*
- *Actual expenditures must be for items requested in the proposal. Deviations from this policy must have prior approval of the CMU Student Research Committee Chair.*
- *Title to materials and equipment purchased with grant funds remains with the University. Colorado Mesa University policies relating to copyright, royalties, patents, or income apply to these grant programs. Questions regarding these matters should be addressed before submitting the proposal.*
- *Funded projects involving human subjects in research must be approved by the Institutional Review Board for Protection of Human Subjects (IRB) before they are initiated. Funds will not be available until documentation of IRB approval is received.*
- *Funded projects involving animals used in research must be approved by the Institutional Animal Care and Use Committee (IACUC) before they are initiated. Funds will not be available until documentation of IACUC approval is received.*
- *Publications or presentations resulting from projects supported by a Promoting Research Opportunities Motivating Integrated Student Explorations Grant should include the following statement: "Funding provided by the Colorado Mesa University Promoting Research Opportunities Motivating Integrated Student Explorations Grant program."*

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- *Funded projects that produce a written report or other documentation fixed in time must deposit a copy of the report with the University for future access and reference. Creative projects, like works of art, can be documented visually for the university record.*
- *Funded projects must submit a final report to the CMU Student Research Committee upon completion. Failure to submit a final report can result in ineligibility for future grant awards.*
- *Awards that cover educational expenses will be reported to Financial Aid and may impact your yearly financial aid package.*