

Application Guidelines
Faculty-Student Research Assistant Program
Santa Clara University
January 17, 2012

Faculty members with academic year appointments are invited to submit proposals for the Faculty-Student Research Assistant Program (FSRAP).

The principal objectives of the FSRAP program are twofold: to provide faculty with assistance in their scholarship, and to provide undergraduate research assistants with a meaningful learning experience through the faculty mentoring process. A successful FSRAP proposal must include a mentoring plan.

Highlights of the program:

- Undergraduate students serve as research assistants to faculty six to ten hours per week.
- Faculty mentor students in research methods.
- Students earn approximately \$10 per hour.

Please submit your proposal (see below) and current C.V. by **February 24, 2012**, to grants@scu.edu. **All materials MUST be submitted electronically** as email attachments in a standard format, such as a Word document or PDF file. Faculty who are current participants in FSRAP may submit proposals. Proposals from current or past participants should include a brief report on their previous FSRAP experience. The FSRAP grants provide \$1000 for student wages, which may be supplemented by federal Work Study funds.

Review of proposals: Decisions will be announced before the end of winter quarter.

Proposal format: **Do not exceed five single-spaced pages** and include each of the following sections:

1. Title and description of scholarly project: Describe the project in terminology accessible to non-specialists
2. Description of research assistant role: Describe how you plan to integrate a student research assistant into your project. How will the student contribute to your work?
3. Mentoring plan: Describe how you will mentor the undergraduate student (e.g., regularly scheduled meetings; training or supervision in laboratory or literature search techniques; task assignments). For additional guidance on mentoring student RAs, see <http://www.scu.edu/provost/research/upload/Mentoring-Guide-for-Student-RAs.pdf>.
4. Timetable
5. List of grants or fellowships (internal or external) received during the past 3 years.
6. Brief report on current or most recent FSRAP project, if any: The report should consist of one or two paragraphs, including a short description of the project and results, names of student RAs employed, and a list of any scholarly output (publications, performances, and the like) that resulted. Of particular interest is joint work with undergraduates.

If you have any questions, please contact Anne Riconosciuto, Research and Faculty Affairs, at x2746.