

Application Guidelines
Faculty-Student Research Assistant Program (FSRAP)
Santa Clara University
May 10, 2011

Full-time faculty members 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 \$10.00 per hour.
- Training in software or research skills will be available to students from Information Services staff.

Please submit your proposal (see below) and current C.V. by **Wednesday June 1, 2011**, to your chair, dean, and 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.

Review of proposals: Chairs and deans will be asked for a brief evaluation and recommendation. Decisions will be announced before the end of spring 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.
7. Budget: Normally the FSRAP grants provide \$1000 for student wages, which may be supplemented by federal Work Study funds.

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