RESEARCH GRANTS FOR HISTORY MAJORS

The History Department is pleased to announce a program of Research Grants for History Majors. During the 2014-2015 academic year, this special program will provide funds to a select number of declared History majors to support research and travel related to history-based scholarly projects. A limited number of grants will be available. The application process is described below.

Eligibility: Due to limited funds, the program is restricted to formally-declared History majors. A student may apply for only one award during academic year 2014-2015.

Grant Categories: Two types of awards are available. The first category covers awards up to $200; the second category covers grants up to $500. The same process (i.e., deadlines, application format, etc.) applies to both categories.

Allowable Uses: Grants will reimburse students for expenses related to history-based scholarly projects. Examples include, but are not limited to research or travel undertaken for a history-based Honors Thesis or Independent Study, expenses incurred during the preparation of a history-based conference paper, and/or travel expenses connected with participation in a history-based conference. Please consult your History adviser or the History Majors Research Grant committee (see below) for questions about other possible uses, which grant level suits your intended project, or related matters.

Schedule: There will be two cycles of awards during the academic year 2014-2015. The department will accept applications through October 24, 2014 for work that students expect to conduct between mid-November, 2014 and May 7, 2015. During the second cycle, the department will accept applications through February 4, 2015 for work that students expect to conduct between late February and August 25, 2015. Members of the class of 2015 must complete their work by May 7, 2015. Returning students may conduct work during the summer months.

Application Process: Interested students should prepare a proposal that includes the following elements:

1. A description of the project (up to 500 words long), including a statement about its significance for their intellectual development as a history student, the specific aspect of their project for which they seek monetary support, and a basic work plan or schedule of activities for the grant period;

2. A bibliography of relevant secondary and/or primary sources; and

3. A proposed budget (giving reasonable estimates of research and/or travel costs). Each year, the University publishes a set of policies and guidelines for faculty research and travel; you might consult these guidelines in creating your budget and determining reasonable estimates for travel, lodging, meals, and other expenses. A copy of the Bucknell Travel Policy for faculty is available at https://my.bucknell.edu/Documents/FinanceOffice/BucknellTravelPolicy.pdf.

Interested students should consult their research adviser during the preparation of their proposals and budgets. Applicants should identify in their proposals the Bucknell faculty member who is supervising their work, such as Honors Thesis adviser. The review committee intends to contact an applicant’s reference person for an evaluation of and additional information about the proposed project.

Please send your application to Professor Jay Goodale no later than October 24, 2014 (first cycle) or February 4, 2015 (second cycle). You may submit either a hard copy or electronic version.

Review Process and Criteria: The members of the History Majors Research Grant committee are Professors Claire Campbell, Jay Goodale, and Martha H. Verbrugge. The committee will review the applications and approve a select number. The chief criteria for selection will be the scholarly merit of a student’s proposal and the presentation of a credible, well-designed budget. During both cycles, the review committee will notify students of its decisions no later than two weeks after the application deadline.

Reimbursement: Students must keep all receipts related to their research and/or travel expenses. Within two weeks of completing their work, students should submit the receipts to the History Department Academic Assistant (HDAA). Together, the grantee and the HDAA will prepare an Expense Report for submission, along with all receipts, to the Finance Office for reimbursement from the History Majors Research Grant fund.

Follow-Up Report: Following their work, successful applicants must also submit a written report to the History Majors Research Grant committee, c/o Professor Jay Goodale. The report should summarize the work conducted under the auspices of the grant; students should also explain the intellectual contribution that grant-related activities made to their overall project. The report from students who received smaller awards (up to $200) should be approximately 500 words long; the report from students who received a larger award (up to $500) should be approximately 1000 words long. The report is due no later than two weeks after a student completes the grant-supported research or travel.

For further information: Please address any questions about this program to Professor Jay Goodale (Coleman 64). Email: jgoodale@bucknell.edu. Phone: 7-3939.