**Summer 2025 Grant Competition**

**Call for Proposals**

Deadline: 10:00 am on Friday, March 14, 2025

<https://www.newpaltz.edu/research/grants--scholarships/usr_sure.html>

The Research, Scholarship, and Creative Activities (RSCA) office is happy to announce the 2025 *Summer Undergraduate Research Experience* (SURE) grant program. The SURE grant will provide funds and support for student-faculty scholarly collaborations over an 8-week period during the summer.

We adopt a broad definition of "scholarship" and welcome applications from all academic divisions on campus (Fine & Performing Arts, Liberal Arts & Sciences, Library, School of Business, School of Education, and School of Science & Engineering). Projects can be conventional scholarship meant to create new knowledge or works, or apprenticeships meant to train the student on your field’s core skills, or applied projects meant to assist a campus or community group. Projects can also be either faculty-driven (i.e., students assisting at a high level on the mentor’s scholarship) or student-driven (i.e., students chasing their personal interests). Whatever its form, our main condition is that the project must provide students one-on-one training from the faculty expert, extending their learning and professional development beyond what is possible in the classroom.

**Support Available**

* *Project funding*: Up to $750 (including delivery fees) to purchase supplies (software, etc.) and services, reimburse faculty travel to research sites with the student, or [pay research participants](https://www.newpaltz.edu/research/grants--scholarships/participant-payments/). See the SURE website for a full list of possible expenses. All funding requests ought to explicitly connect the requested items to student learning outcomes.
* *Stipends.* A stipend of up to $3,700 (hourly rate, via biweekly timesheets) to the student and $1,500 to the faculty mentor. If the proposal includes two students or faculty, they will split their respective stipends.
* *Supplemental award for first-year student*. We hope to also offer a supplemental award to a rising sophomore who works on the SURE project, with a $3,700 stipend (hourly rate) to the student and an additional $300 to the mentor’s stipend. The supplemental award is not a stand-alone award; it must be associated with a funded SURE project. It should either parallel the SURE project or serve as a sub-project. A successful SURE application does not guarantee a supplemental award too. The supplemental application for this award is available on our [[website](https://www.newpaltz.edu/research/grant-programs/usr_sure.html)](https://www.newpaltz.edu/research/grants--scholarships/usr_sure.html).
* Students who win a SURE award and return next year to continue the project (or an offshoot) are also eligible for [our scholarships](https://www.newpaltz.edu/research/grants--scholarships/scholarships/), which support either tuition or project costs.

**Eligibility**

The program is open to all full-time faculty and students with undergraduate status through at least December ‘25. Students can also apply if graduating from our campus this Spring and continuing full-time in one of our graduate programs next Fall, but their applications will receive lower priority.

Projects usually involve only one faculty mentor and one student. But we can support larger projects with two faculty mentors and/or two students. In those cases, the faculty or students split their stipends evenly.

**Requirements**

*Project Features & Timing:* The projectshould be an intensive hands-on experience, akin to a full-time position for the student. The student should also be involved in multiple key phases throughout the project, consistent with the SURE program’s aim of fostering students’ professional growth within their academic discipline. Although some advance preparation is appropriate and the project may continue beyond the award period, the bulk of the project should be pursued during the SURE award period.

The SURE grant supports students on an hourly rate for approximately 8 weeks during the summer period, which ends in mid-August. Those 8 weeks need not be contiguous; there’s flexibility to accommodate personal vacations, etc.

*Mentorship*: Faculty mentors should provide one-on-one guidance to their student, including multiple meetings each week of the project. This interaction will give students useful experience in communicating and critically analyzing the project topic. The mentor commitment also includes providing original signatures on time sheets on alternate weeks.

*Assessment*: Mentor-student pairs must participate in the SURE assessment program, which is intended to help them improve the student’s project experience.

*Safety:* Faculty mentors must train the student on safety procedures appropriate for the project.

*Participation in SURE Events:* Students must participate in the SURE Orientation and the SURE Showcase event. We might also host some additional social outings for SURE students during the summer period.

Here is the tentativeschedule of SURE program deadlines & events:

* March 14: application due by 10:00 am
* mid-April: award winners announced
* May 9 (time TBD): SURE Orientation for students
* May 29 – August 16: conduct project over ≈ 8-week period
* mid-September (date & time TBD): SURE Showcase, where students present their projects

**Proposal Format and Submissions**

There is a significant change in how proposals are prepared and submitted - we have shifted to an online Microsoft application form – you can access the application at this link: [SURE 2025 Application](https://forms.office.com/r/VtKpUYUvCF)

The questions are the same as in previous incarnations (they are included below for reference), the major difference is that instead of page limits, there are now character limits. It is important to note, however, that these new character limits approximate the previous page limit restrictions.

The proposal contains the following parts:

1) Cover sheet.

This sheet includes answering a series of ethical considerations (e.g., 1. *Does this work involve human subjects? 2.*  *Does this w*ork involve recombinant DNA? 3. Does this work involve non-human vertebrates?) and Agreements (e.g. 1. *We assure that the information in this application is correct. 2. We understand that the faculty statement and student statements are limited in the number of characters allowed. 3. We understand that we must participate in the SURE orientation and complete all SURE assessments. Otherwise, we both will be ineligible for RSCA funding for one year. 4. We understand that the student must present the project at the SURE Showcase event next September. Otherwise, we both will be ineligible for RSCA funding for one year. 5.We permit the RSCA to include our project and names on any campus-wide emails/websites/brochures that list SURE winners.*)

2) Budget Considerations.A budget request up to $750 (including delivery charges). We can fund supplies, book purchases, services, software, hardware and other similar items; conference travel (incl. poster printing) is a separate application ([STA](https://www.newpaltz.edu/research/presentation-opportunities/travelfunds.html)). A budget totaling $0 is acceptable – for example, should you wish to apply simply for the honor. Per SUNY policy, all non-disposable equipment (electronics, furniture, software, instruments, clothing, etc.) funded by an AYURE or SURE grant is university property and must be kept on campus (typically housed officially in the faculty mentor’s department) after the project.

**You will be asked to provide an itemized list of items, count, and associated costs as well as a link to the website that indicates the item and cost. Note that, after offering a grant, the RSCA tends not to support changes to the budget.**

3) *Faculty statement*. Faculty mentors should prepare this section. The strongest faculty statements share two qualities. First, as the RSCA Advisory Board is made up of faculty from a range of disciplines, write for an audience that is unfamiliar with the applicant’s field of study. Provide context and minimize jargon, for example. Second, provide detailed answers that allow the Board to judge if the project is well-planned, feasible, and aligned with the RSCA’s mission. **There are character limits for each question, totaling approximately 2 pages worth of text for all questions.**

*Question 1: What is your project’s purpose? Provide a BRIEF and clear review (citations not required)*  *of the prior work that led you to the proposed project. Explain how the project could contribute to that*  *body of work. Include any expected outcomes or hypotheses, if applicable. (2500 characters)*

*Question 2: How will the project be conducted? Summarize any core procedures or activities. Outline*  *your anticipated timeline for each major phase of the project. (1050 characters)*

*Question 3: What is the student’s role in the project? What are the student's qualifications? If there are multiple students on this proposal, address them separately here and justify their separate roles*. (850 characters)

*Question 4: What are the project’s main learning outcomes for the student? Explain how they extend*

*beyond those achieved by normal course activities in your major.* *(750 characters)*

*Question 5: What are your mentoring goals? What is your meeting schedule? Address safety (laboratory,*  *studio, travel, etc.) or ethical issues too, as appropriate.* *(650 characters)*

*Question 6: How do the requested budget items support the project and the student’s learning outcomes?*  *Items are unlikely to be supported unless clearly meant for this specific project and your student’s*  *outcomes. (450 characters)*

*Question 7: Summarize the work accomplished with AYURE & SURE funding in the past 3 years (since*  *Fall, 2021), regardless of whether it relates to the current project. (1500 characters)*

4) *Student statement*. Students should prepare this section. If two students are working on the project, they should complete this statement together, taking care to identify their respective roles and workload. **In sum, students have approximately 1 page worth of text.**

*Question 1: Describe your role in achieving the goal(s) of proposed project. If multiple students are*  *involved, describe your roles and workload division here.* *(700 characters)*

*Question 2: Describe the specific methodology you will employ in carrying out this role.* (650 characters)

*Question 3: Describe your qualifications to participate in the proposed project. (750 characters)*

*Question 4: Describe your plans to meet with your mentor for guidance. (350 characters)*

*Question 5: Describe your plans after graduation and how, if at all, your involvement in the proposed*  *work relates to those plans. (550 characters)*

Please contact the RSCA Director (Ken Nystrom, x2986, [nystromk@newpaltz.edu](mailto:nystromk@newpaltz.edu)) with any questions about requirements, budget constraints, etc. If you have not previously won an AYURE or SURE grant, we strongly recommend that you peruse the sample applications on our [website](https://www.newpaltz.edu/research/grants--scholarships/usr_sure.html).

**Proposal Evaluation**

Proposals will be reviewed by the RSCA Advisory Board, a diverse group of faculty whose scholarly expertise is unlikely to be in an applicant’s field. We evaluate proposals primarily for their clarity/completeness and fit with the RSCA’s mission. Accordingly, we favor proposals that are accessible to all reviewers, allow the student a large role in multiple project phases, identify meaningful learning outcomes, provide a thoughtful plan to mentor the student, and include a well-planned timeline. Our [website](https://www.newpaltz.edu/research/grants--scholarships/usr_sure.html) has an evaluation rubric and sample proposals.

For the SURE grant, we usually receive more strong proposals than we can fund. When that happens, we prioritize the RSCA’s aim to support a wide range of faculty & academic divisions over time. That includes consideration of the applicants’ number of RSCA awards in recent years.