

TO: Department Chairs, College Research Committee Members, and All
COSS Faculty and Students,
College of Social Sciences

FROM: Jan English-Lueck, Associate Dean

DATE: January 25, 2012

SUBJECT: College of Social Sciences Research Grants

Spring 2012 applications for College Research Grants are now being accepted. The deadline for applications is Mon., April 2, 2012, DW SP LQ WKH 'HDOY Office, WSQ 103. Late applications will not be accepted. Application packets DUH HPDLOHG E\ W\K\ep\h\ed\@f\-\W\st\z\ub\l\i\o\h

Please inform all COSS faculty and interested COSS students of this grant opportunity.

Significant information:

1. This year, the maximum grant will be \$1,500 for tenure track and tenured faculty, lecturers and students for research purposes. Please note that there are no monies available for travel to professional meetings. Any travel must be strictly for research purposes. Funds must be spent by the deadlines listed in 3ROLFLHV 7KH SHULRG RI DQfixed (July 12 6:01:05) thisUDQW LV period MAY be extended upon written request and with approval of the College Dean, in consultation with members of the research committee. Spring 2012 awards conclude June 30, 2013.
2. A detailed budget is required.
3. A fin

for further details).

6. Previously funded proposals are available for review LQ WKH 'HDQV 211LFH
7. Although this grant is offered twice a year, only one award will be made to individual applicants per academic year.
8. If travel is proposed, an approval of travel form must be submitted WITH THE PROPOSAL. The department chair MUST sign the approval of travel submitted with this proposal. This form will require approval from the chair and dean, and INTERNATIONAL TRAVEL requires approval of the PROVOST and the PRESIDENT, AT LEAST 30 days prior to the trip. Therefore, all travel awards are contingent upon final approval by either the Dean (US travel) or the Provost and President (international travel). Before an award will be made, the approval of travel form must also be approved by the dean, and if required, the provost, and the president. The form is available on the SJSU website at

Submit Original

DEADLINE: Mon., Apr. 2, 2012
(4:00 p.m.)-WSQ 103

SAN JOSE STATE UNIVERSITY
APPLICATION FOR A COLLEGE OF SOCIAL SCIENCES
FOUNDATION RESEARCH GRANT ± Spring, 2012

A. ~~\$\$\$SOLFQWVYQDPHPDLOLQJDGGUHVVRPZMPRO~~ If permanent faculty member), email, and office or home phone number: _____

B. Faculty sponsor (include office number and email) - (required if applicant is a

COLLEGE OF SOCIAL SCIENCES RESEARCH GRANT INSTRUCTIONS

The proposal should contain the following sections and comply with the attached College Policies. The proposal , excluding cover page, attached bibliography, vita, budget details, Human Subjects or Animal Research Approval Forms (appendix materials), and Approval of Travel form. Use one inch margins and a 12 point font.

- A. INTRODUCTION:
 - Background
 - Statement of Problem
 - Significance
- B. MATERIALS & METHODS:
 - Methodology
 - Procedures, including analysis of data (If the project includes a survey, please attach a sample of the survey instrument and Human Subjects Approval Form).
- C. PLANNED TREATMENT OF RESULTS
- D. RELEVANT BIBLIOGRAPHY
- E. UNIVERSITY FACILITIES & EQUIPMENT REQUIRED
- F. YOUR QUALIFICATIONS FOR DOING THIS WORK
- G. BUDGET: include pertinent items, such as:
 - Personnel
 - Equipment
 - Consumable supplies
 - Travel
 - Other
 - Total amount requested
- H. Short curriculum vitae is required.
- I. Human Subjects or Animal Res

POLICIES

COLLEGE OF SOCIAL SCIENCES RESEARCH GRANTS (Rev. 02/17/2011)

PURPOSE: To stimulate and support faculty and student research and scholarly and creative activities.

POLICIES FOR SPRING 2012:

1. Grants may be made only to COSS faculty and students of San Jose State University.
2. If the application is opened up to temporary faculty and students, they must have a tenured or probationary faculty sponsor who qualifies under #1 above. The faculty sponsor shall assume co-responsibility for the proposal, the research (including expenditure of funds), and the final report.
3. Each applicant is limited to one proposal per submission period.
4. Awards cannot be made for projects previously funded by a College Foundation Research Grant.
5. Applications for grant support will be evaluated by the College Research Committee, and
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