



AUGUSTA UNIVERSITY

Center for Undergraduate
Research and Scholarship



GRANT PROPOSAL

TIPS FOR FACULTY

TRAVEL & MATERIAL GRANTS

DEADLINES FOR SUBMISSION

FALL GRANT PERIOD
AUGUST 1-31ST

SPRING GRANT PERIOD
JANUARY 1-31ST



ELIGIBILITY

- **Full-time AU faculty**
 - **Tenure or non-tenure track, though tenure track faculty are more competitive if funding is limited**
- **Involving undergraduates in research**
- **Research must be listed on CURS UR Opportunity Portal**
- **Faculty must be listed as instructor of record on course schedule or be the assigned Honors Program thesis advisor**



BASICS

- **Be sure your project description is clear and simple**
- **Have an ‘outsider’ to your field read your project description for clarity**
- **Have a well crafted mentor philosophy**
 - **Discuss how you support & guide your student researchers**
- **Mention prior mentor experiences and successes**
- **Be concise but informative with answers**



WHAT TO DO FOR GRANT PROPOSALS

- **All Proposals should be written for an interdisciplinary audience**
 - **Avoid disciplinary jargon &/or provide very clear definitions of important terms**
- **Only include monies which are needed for undergraduate participation**
- **Be clear about importance to students**
- **Be specific with budget items**



AUGUSTA UNIVERSITY

Center for Undergraduate
Research and Scholarship



WHAT TO DO FOR GRANT PROPOSALS

- **For materials, if already receiving funding, provide a justification why additional funds are needed**
- **If travelling, justify the significance of the travel for you and your student(s)**
- **Be clear about the roles of students in research participation and/or presentation**
- **FOLLOW INSTRUCTIONS**



AUGUSTA UNIVERSITY

Center for Undergraduate
Research and Scholarship



WHAT NOT TO DO FOR GRANT PROPOSALS

- DO **NOT** leave sections incomplete
- DO **NOT** have AI write your proposal
- DO **NOT** exceed word limits
- DO **NOT** skimp justification and significance of the research experience for student or faculty
- Do **NOT** use vague labels for budget items (e.g., chemicals, materials)





F O R M O R E I N F O R M A T I O N

Meet with a CURS Ambassador

Ask Us!

CURS@augusta.edu

706-729-2094



AUGUSTA UNIVERSITY

Center for Undergraduate
Research and Scholarship

