

## **SIMPSON URBAN STUDIES INSTITUTE (SUSI) OVERLOAD RESEARCH GRANT APPLICATION**

### **SUSI Mission Statement**

The purposes of the Simpson Urban Studies Institute are to involve departments in all academic divisions of the College in research, to serve the larger Des Moines metropolitan area and to increase experiential learning opportunities for students under the guidance of Simpson faculty.

### **Criteria for SUSI Overload Research Grant Projects**

SUSI Overload Research Grant projects must

- have a research component that is completed by a Simpson College class that is not
- part of the instructor's normal teaching load
- be the focus of the proposed non-catalog course
- involve at least six Simpson College students
- produce a final report of the research results beneficial to the Des Moines metropolitan area

### **Grant Awards**

SUSI Classroom Research Grants are for a maximum of \$500 plus overload salary for teaching an additional course. Applications for Overload Research Grants are to be completed by a Simpson College faculty member. The award can be used to fund the research process (e.g. photocopying, mailing expenses, supplies, travel to and from the research site, equipment, computer software, travel to libraries).

### **Application Requirements**

Each grant proposal should contain the following

- Name, phone number, and email address of faculty sponsor
- A syllabus for the proposed course including any possible general education designations
- A letter of support from faculty member's department chair
- **Project narrative** that includes
  - an overview of the project
  - how the project fits into the mission of SUSI
  - a description of the final research product (paper, poster, painting, CD, etc.)
  - how the project results will be communicated to others
- **Project timeline**
- **Project budget** that clearly connects expenses to the research process. (Note that the
- expenses for a project must all be incurred during one Simpson College fiscal year.)

Submit grant proposals electronically to the Co-Directors of Undergraduate Research (undergradresearch@simpson.edu).