

CEED Research Grant/Scholarship Funding

- 1) **Calling:** Professionals, faculty, graduate or undergraduate researchers
- 2) **Value and Duration:** Up to \$8000.00 over two years

A research grant/scholarship will be awarded to a researcher or a research team for a single research project. The project must be completed within two years of receiving the notification of the award. To encourage completion of the project and dissemination of the results, the grant will be dispersed in two installments – 2/3 of the grant dispersed immediately and 1/3 of grant dispersed once the findings have been reported and a summary article for dissemination provided. (See ‘Responsibilities of Researchers’ below for more details).

3) Proposal Deadline: Applications selected on a rolling basis.

4) Purpose and Focus of the Award:

- a) **For professionals:** CEED seeks to promote research activity that will advance and strengthen the understanding of experiential, cooperative, and work-integrated education and internships in post-secondary education. An awarded study may sample from a variety of disciplines and ideally will include some sampling from engineering and/or computer science. Regardless, the results must have direct educational implications for the disciplines of engineering and or computer science along with the other disciplines that may be included.
- b) **For graduate and undergraduate students:** CEED supports undergraduate and graduate research to advance and strengthen the understanding of experiential, cooperative, and work-integrated education and internships in post-secondary education. The research project for which a scholarship may be awarded may sample from a large variety of disciplines and ideally include some sampling from engineering and/or computer science. Regardless, the results must have direct educational implications for the disciplines of engineering and/or computer science along with the other disciplines that may be included.

5) Eligibility:

- a) Professionals / faculty
 - i. The grant competition is open to both members and non-members of CEED
 - ii. The Principal Investigator must be affiliated with a post-secondary institution
 - iii. The Principal Investigator must have an established research and publication record
 - iv. The aspects of the research for which this funding is being requested must not be funded by other agencies
- b) Graduate and undergraduate students
 - i. The student researcher must be enrolled in a post-secondary institution
 - ii. The student researcher must have a supervisor/advisor to co-sign / provide a letter of support
 - iii. The researcher’s supervisor must have an established research and publication record
 - iv. The specific research for which the scholarship applies must not be funded by other agencies

From this point on, the term “researcher” indicates either the professional/faculty researcher or the student researcher AND their supervisor.

6) Submission Requirements:

- a) Cover Page (not to exceed 1 page – 12 pt-font, single spaced):
 - i. Title of project
 - ii. List of researchers - starting with Principal Investigator
 - iii. Name of University and contact information
 - iv. Brief abstract that includes - purpose, objectives, and impact of the project
- b) Detailed Description of Proposed Research Project (not to exceed 4 pages - 12 pt-font, single spaced)
 - i. Literature review and theoretical framework – background information
 - ii. Statement of the Problem and Rationale for the study
 - iii. Relevance of the research and contribution to the field
 - iv. The Design, Methods, and Procedure

- v. Sampling
 - vi. Instrumentation – attach as appendix if possible (not included in page count)
 - vii. Data Collection
 - viii. Data Analysis
 - ix. Limitations
 - x. References
- c) Detailed Budget (not to exceed 1 page – 12 pt. font, single spaced)
 - i. A description of how the funds will be spent must be included
 - ii. All expenses must be essential for completing the research
 - iii. Eligible expenses: clerical support, student assistance, printing, postage, photocopying, software (e.g., SPSS), participant honorariums or draw prizes, travel to CEED Conference to present
 - iv. Priority will be given to projects that include student research training (i.e., student research assistant wages)
 - v. Travel expenses must not exceed 30% of the proposed budget
 - vi. Ineligible expenses: researcher salaries, institutional overhead, permanent equipment, capital expenses, travel expenses exceeding 30% of the budget
 - d) Projected timeline
 - e) Evidence of institutional support - A letter of support from the Principal Investigator's Supervisor or Dean
 - f) Evidence of institutional ethics review. Funds will not be awarded without full ethical clearance.
 - g) Qualifications of Researcher(s)
 - i. Statement of qualifications of the researcher(s)
 - ii. Attached CV for researchers / principal investigators

7) **Evaluation and Adjudication Criteria (peer-review process):**

- a) Scientific merit, viability, and contribution to field – priority will be given to projects that are new and add to the literature rather than on replication (20%)
- b) Clarity of purpose and objectives (10%)
- c) Appropriateness, detail, and clarity of research design (includes meeting the sampling criteria and applicability for experiential learning) (20%)
- d) Originality and creativity (10%)
- e) Qualifications and expertise of researchers(s) (10%)
- f) Adequacy of the budget (10%)
- g) Plan for dissemination of results (10%)
- h) Overall scholarship of the proposal - Written in an academic and scholarly way (10%)

8) **Responsibilities of Researchers:**

- a) The researcher(s) will sign a CEED research grant agreement indicating they will meet the Associations' – adhering to the two-year deadline and submitting a report to the Board of Directors of CEED. If the researcher(s) is not able to attend the CEED conferences, efforts will be made to include a presentation of the results in the conference program.
- b) To receive the second installment of the grant/scholarship, a short summary article must be submitted for publication in the CEED newsletter.
- c) In the event that researcher is not able to begin the research, all funds must be returned to CEED.
- d) In the event, the researchers are not able to complete the research, all unused funds must be returned to CEED
- e) In the event that the researchers complete the study but do not provide the report of results to the CEED board or submit presentation at the conference or do not submit the summary article for the CEED Newsletter, the second installment of the grant/scholarship will not be released.

9) **Submissions:**

- a) Researchers must submit an electronic copies of the proposal to Dr. Bernadette Friedrich (Chair, CEED Research Committee) at friedric@egr.msu.edu

10) **Questions:**

- a) Contact the CEED Research Committee Chair, Bernadette Friedrich, at friedric@egr.msu.edu or 513-400-8987.