



Research Grant Proposals

The NASPA Foundation, in conjunction with the NASPA Faculty Fellows and the NASPA Research Division welcomes proposals for research grants that support the discovery of new knowledge and innovation in the field of student affairs. The maximum award for a project is up to \$50,000.

Special consideration will be given to proposals that address research questions that have been identified as critical to the profession. The following issues have been identified as these critical issues:

- Student Affairs Leadership, Administration and Organizational Management
- Returning Student Veterans
- Student Mental Health
- Student Development and Evolving Student Populations
- Cost of Higher Education
- Student Affairs and Community Colleges
- Emerging Technologies
- The Implications for Student Affairs of Institutional Sustainability and Viability
- Globalization and Internationalization
- Social Justice
- History of Student Affairs
- Student Success and Persistence

The Foundation will review applications for grant research projects twice a year and applications will be accepted prior to July 1 and January 15 of each year. Only one application can be accepted for a given project. Each submission should be no more than four*, 12 point font, single-spaced pages containing the following:

- 1) A cover page indentifying
 - a. The research proposal title
 - b. The primary investigators name , NASPA membership number,
 - c. The investigative team names if others are included and NASPA membership numbers
 - d. Mailing Address , email address, and telephone number of the primary investigator
- 2) The purpose of the study
- 3) A brief description of the study which should include a brief summary of the literature review and its methodology and how it addresses and/or contributes to new knowledge or innovation in the field of student affairs.

- 4) If the project addresses one of the areas of special consideration as critical to the profession, include brief statement of how the project addresses a question that is critical to the profession.
- 5) A full budget for the project and an indication of other sources of funding for the project if any have been solicited or obtained
- 6) Specifically highlight the funds requested from the NASPA Foundation and how they will be used. (The foundation will only fund costs directly related to conducting the research project).
- 7) A statement should be included that contains the following:
 - a. Acknowledge the NASPA Foundation Funding support in all phases of the research project
 - b. Agree to permit the Foundation and NASPA to post the awarding of the grant with a summary of the project and the list of the primary investigator and the project team on the appropriate web pages.
 - c. Agree not to use any part or portion of the project for commercial purposes (For example, not to sell an instrument for profit).
 - d. Agree to deposit the grant funds into an institutional account, identifying where the account will be located.
 - e. Agree to provide the foundation with a complete summary of the project and the findings within 6 months of completion of the project. These results will be posted on the foundation and NASPA web pages for general dissemination.
 - f. Agree to provide the foundation with a detailed account of how the funds were expended no later than 18 months after receipt of the grant funds.
 - g. Agree to submit the results of the research to a NASPA related Journal in the form of referred article and/or for a presentation of the findings at the NASPA national conference. Currently the journals include: the *Journal of Student Affairs Theory and Practice*, the *Journal of Women in Higher Education* and the *Journal of College and Character*.

* The four pages should be for the purpose of the study description. The cover page, budget, and/or references can be additional pages.

Lead proposals should be submitted electronically to Lucy Fort, Assistant Director of Educational Programs at lfort@naspa.org.

The principal researcher must be a member in good standing of NASPA and the membership number of the individual must be included in the proposal.

The foundation will only fund direct costs related to conducting the research project. This might include the costs of transcriptions, the purchase of instruments, the costs of a graduate assistant to help conduct the research and the costs to travel to conduct the research. The Foundation will not fund the following: costs to travel to and from the NASPA conference or any other conference in order to present findings; it will not provide funding for salaries of faculty/ or staff conducting the research; it will not provide a percent for institutional indirect recovery or overhead; it will not provide funding for gifts,

food or incentives to participate in the research study; and it will not provide funding for equipment that is used in the research.

Selection Process

The proposals shall be evaluated by a grants committee composed of members of the NASPA Foundation Board, the NASPA Faculty Fellows and a member of the NASPA Research Division. The grants selection committee will consist of up to six members. The chair of the grants committee will be a member of the NASPA Foundation Board, appointed by the President of the Foundation. (This appointment can be for either a single or multiple years). Up to two other members of the NASPA Foundation Board will be appointed/selected to serve on the grants committee. These appointments can be for either single or multiple years, but should be staggered to provide for ongoing continuity within the small grants committee.

Up to two members of the grants committee will be appointed/selected from the NASPA Faculty Fellows. These appointments can be for either a single or multiple years, but should be staggered to provide for ongoing continuity for the grants committee. A member of the NASPA Research Division will also be appointed to the grants committee to represent the NASPA Research Division. This appointment can be for either a single or multiple years.

The NASPA Foundation Board will determine the amount that will be made available for grant funding on an annual basis. The year will begin with the July 1 funding submission deadline and if funds remain after this review process, a second funding review will be initiated with a proposal deadline of January 15 of each year.

The following criteria will be used to guide the selection of research grants:

- The quality and content of the overall proposal, including originality, creativity, clarity value to and response to current trends, issues and practice, implications for practice
- The research design and the clarity of the design and adherence to sound methodology
- The projected budget and the amount that is related to the direct costs of conducting the research as described

Each member of the grants committee will review all proposals and then meet electronically and or by telephone conference call with the other committee members to assess and determine which grants will be funded and for what amount. This process will be conducted twice a year if funding is available for allocation.

The Foundation Board will determine how much funding will be allocated each year for grants and will provide for the dissemination of the funds and the gathering of the required submission of deliverables at the completion of the project. Failure to provide required deliverables in a timely manner as required by the Foundation Board may preclude investigators from further eligibility to receive foundation grant funding.