

Graduate & Professional Student Association

## HOW TO GET FUNDING WORKSHOP

October 12, 2012

#### Workshop Schedule

11:30 – 11:45am

Introduction

11:45am – 12:15pm

Dos and Don'ts of Grant

Writing – Dr. Dan Benyshek

12:15 – 12:45pm

**GPSA Sponsorships** 

12:45 – 2:00pm

Q & A Panel

Perhaps the most important service the GPSA offers is funding for research materials and conference travel, necessary for the completion of your degree: http://gpsa.unlv.edu/grants.htm











#### Purpose of this workshop

- 1. To provide you with general knowledge about GPSA sponsorships, grants and funding opportunities.
- 2. To provide you with tips for effective sponsorship and grant writing.
- 3. To provide you with insights from the GPSA Sponsorship Committee.
- 4. To provide a forum for you to ask questions about funding opportunities.

#### Dr. Dan Benyshek

 Associate Professor, Department of Anthropology

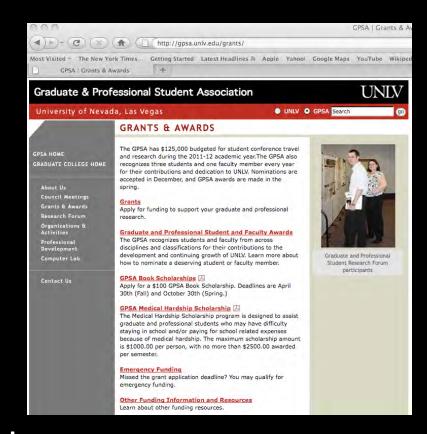
 Recipient of several grants including: National Institutes of Health (NIH) and National Science Foundation (NSF)

## GPSA Sponsorships

What are we looking for?

#### Where to find us?

 GPSA Homepage http://gpsa.unlv.edu/



 Sponsorships and Awards http://gpsa.unlv.edu/grants/

### Who's on the Sponsorship Committee?

- Sharon Young, Chair, College of Liberal Arts
- Juan Carlos Duhart, College of Sciences
- Ezra Mahurin, College of Fine Arts
- Kishor Shrestha, College of Engineering
- Susan Zhong, College of Hotel Administration
- Seat vacancy

#### The Details

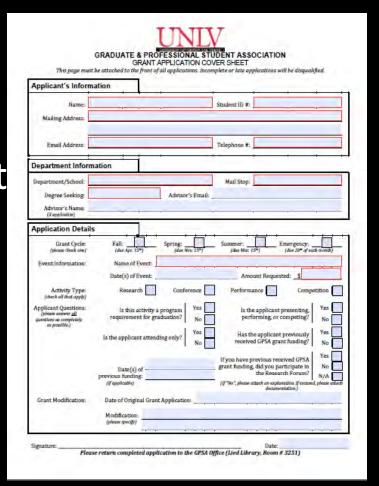
- You can be awarded up to \$1250.00 per year.
- You can receive funding up to two times per academic year.
- Year is designated Fall to Fall.
- GPSA awards \$110,000.00 per year to graduate and professional students
- 54 students have been awarded (40 for Fall 2012 \$20,000; 14 for Emergency Fall \$8,425)

## Regular and Emergency Sponsorships

- Spring Funding
  - Activities occurring from the last day of the fall semester continuing through the spring semester
- Summer Funding
  - Activities occurring during the summer sessions
- Fall Funding
  - Activities occurring during the fall semester
- Emergency Funding
  - Activities that fall outside of the regular sponsorship cycles and for emergency scenarios

#### The Application

- Cover Sheet
  - Complete all information
- Project Description/Abstract
  - What are you doing?
- Budget
  - Detailed, itemized, justified
- Letter of Reference
  - From your advisor



#### **Project Description**

- Concise project summary
  - Research, presentation, or performance
- Significance of your project
  - Intellectual merit
- Broader impacts of your project
  - GPSA, UNLV, the community, your field
- Timeline
  - Project or conference

#### Budget

- Itemized
- Detailed
- Accurate
- Justified
- Provide supplemental materials (as needed)

#### Itemized Budget Dissertation Travel for Data Collection

Travel Item	Description'	Unit Cost	Total Cost	Amount Requested from GPSA
Airfare	Airline fees and taxes <sup>1</sup> (Delta)	\$270.00 for 1 adult ticket (\$42.80 in fees and taxes)	\$312.80	\$312.80
Lodging	Hotel fees and taxes <sup>2</sup> (Red Roof Inn)	\$58.32 avg. daily cost (\$7.63 in daily fees and taxes) (3-night stay)	\$197.86	\$197,86
Transportation	Car rental fees and taxes [Enterprise Economy Car]	\$30.06 avg, daily cost (\$22.11 in daily fees and taxes) (3-day rental)	\$112.29	\$112.29
	Parking <sup>4</sup>	\$12.00/day	\$36.00	\$36.00
Per diem	Food and Gas	\$56.00/day	\$168.00	\$0.00

Total Amount Requested for GPSA Grant: \$658.95

Total Amount to be Paid by Student: \$168.00

Total Projected Costs: \$826.95

#### \*Explanation of Costs

- Delta airlimes was chosen because it is the least expensive carrier that arrived and departed at the necessary times. I have selected a red-eye flight into Madison in order to arrive on campas in time for my classroom observations on Thursday, October 27, I will be leaving Madison on Sunday, October 30 in order to accommodate additional interviews within my travel schedule:
- The Red Roof Inn was chosen as it is the least expensive hotel in the near vicinity of the UW-Madison campus. There are less expensive options; however, they are only slightly less expensive and significantly further away from campus.
- I choic to rent an economy car in order to travel between the airport, hotel, and the UM-Madison campus. I have assessed taxi transportation to and from the airport and between the hotel and campus and determined that it was less expensive to rent a car and park rather than pay for a taxi service for the duration of my travels.
- Parking fees for on campus parking are accessed daily. As I will be on campus from mid-morning to mid-afternoon, All-Day parking was chosen as the less expensive parking option.
- Per diem costs were identified by USGSA at \$56.00/day for Madison (see Appendix). Please note, this cost has not been
  requested as part of this grant. Discretionary spending will be provided at the student's expense.

#### Letter of Recommendation

- From your advisor (on university letterhead)
- Provide sufficient notice and detail to your advisor
- Individualized and specific to you (your strengths, your project, etc...)
- Addresses quality and value of the project
- Addresses the need for emergency status
  - If applying for an emergency funding

#### Scoring Rubric

#### GPSA Sponsorship Committee Sponsorship Scoring Rubric

Item	Max Points	Score	Comments
Cover Sheet	1		
Explanation of Activities	10 8 6		
Letter of Recommendation [E-funding Explanation]	3 [1]		
Budget	.6		
	Total Score:	out of 20	

<sup>\*</sup>A Tier I grant can receive all 10 points from this section. Tier II and III grants can receive 8 and 6 points, respectively.

<sup>\*\*</sup>For emergency applications, 1 of the 3 points from this section is designated for the explanation of why the request is an emergency. The other 2 points from this section are for the letter of recommendation. For a regular sponsorship, all 3 points can be awarded for the letter.

#### **GPSA Funding Priorities**

• Tier I:

Research or travel required for graduation

• <u>Tier II</u>:

Conference travel to present a scholarly project

• Tier III:

Conference travel without presentation

#### **Acknowledging Different Disciplines**

 Sponsorship application submissions are encouraged from <u>ALL</u> UNLV departments and across <u>ALL</u> academic disciplines.

 The Sponsorship Committee members represent College of Sciences, College of Engineering, College of Liberal Arts, College of Fine Arts and College of Hotel Administration

#### Dates to Remember

- GPSA Spring 2013 Funding Cycle
  - November 15<sup>th</sup>, 2012
- GPSA Summer 2013 Funding Cycle
  - March 15<sup>th</sup>, 2013
- GPSA Fall 2013 Funding Cycle
  - April 15<sup>th</sup>, 2013
- Emergency Funding
  - The 20<sup>th</sup> of every month

# The Graduate & Professional Student Research Forum

Every year, the GPSA and the Graduate College co-host this event. With over 250 people in attendance. One of the stipulations of receiving GPSA is participation in the Forum. Deadline to apply is February 15, 2013.

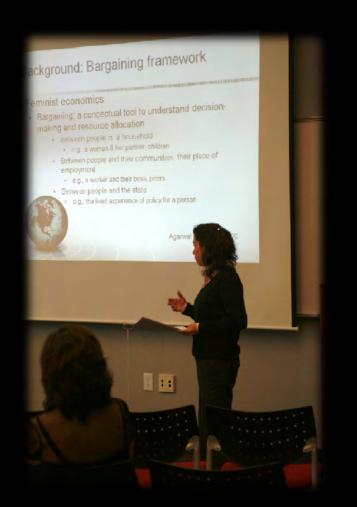
The application is available online.



Students and faculty judges check-in at the Research Forum. Student participants must register for the forum by **February 15, 2013**.



The annual spring forum provides graduate and professional students an opportunity to share research findings.







Faculty members judge both the oral and poster presentations, giving students valuable feedback.











Of course food is served as an enticement to participate.



The Research Forum concludes with an awards ceremony to recognize outstanding presentations.





The final ceremony includes awards for public service, scholastic achievement, and distinguished contribution.

# We wish you all the best in your academic career here at UNLV.

The GPSA