



GPSA FUNDING WORKSHOP

Summer 2017



FUNDING OVERVIEW

Grants & Scholarships Offered in Summer



- Student Research Grant (SRG) - \$500, offered each semester
- Professional Development Grant (PDG) - \$500, offered each semester
- Graduate Summer Scholarship (GSS) - \$1000, offered summer only

Other Grants & Scholarships Offered



- Graduate Scholarship Fund (GSF) - \$1000, fall and spring only
- New Mexico Research Grant (NMRG) - \$3000 - \$5000, fall only

Student Research Grant (SRG)



- \$500
- Development and dissemination of research including travel expenses
 - *Airfare, registration, hotel and per diem*
 - *Supplies and materials necessary for research*
 - *Software not available at UNM computer pods of to which the student does not have free access*
- Printing Costs
 - *Presentation Materials*
 - *Data Collection*
 - *Some types of equipment*
- Conference at which **YOU ARE PRESENTING**

Professional Development Grant (PDG)



- Up to \$500
- Travel expenses that further the professional and career development of students:
 - *Conferences*
 - *Classes*
 - *Workshops*
 - *Interviews*
 - *Auditions*
- Conferences at which YOU ARE **NOT** PRESENTING \$500

Graduate Summer Scholarship (GSS)



- \$1000
- Designed to help students complete their degrees
- Need based (ranking received from Financial Aid Office)
- Requires FAFSA

Rules and Eligibility Requirements



- Must be an enrolled graduate student who has paid GPSA fee
- One application per semester for each grant/scholarship
- Anonymous Proposal and Budget (do not include your name in proposal or budget)
- Proposals must be your sole, original work
- For Grants:
 - Can fund one event or activity in the current, next, or previous semester (ie, retroactive funding)
 - No salaries, internships, tuition, organization fees, or social function expenses
 - An applicant is only eligible for the remaining amount of funding for GPSA Student Research Grant or Professional Development Grant if the applicant has not yet been awarded the full amount of GPSA Student Research Grant or Professional Development Grant funding per year. Per year means per summer-fall-spring funding cycle.
- Read bylaws online for full details

Deadlines



- Deadline for submission: Friday, June 16, 2017
 - *Late applications **will not** be accepted*
 - *Please plan ahead – the grants site can get overwhelmed and crash when lots of submissions come in at the same time, so PLEASE don't wait until the last minute*
- All applications must be submitted online at: gpsagrants.unm.edu



WRITING A PROPOSAL

Know Your Audience



- Assume that at least two of the three readers scoring your proposal have limited knowledge of your field
 - *Avoid field-specific and technical jargon*
- Answer all of the scoresheet requirements:
 - *Background*
 - *Benefits*
 - *Composition*
 - *Budget*
- Review and revise
 - *Narrative flow*
 - *Grammar (when in doubt, check Purdue Owl at <https://owl.english.purdue.edu/> or schedule a free appointment with a volunteer editor at the GRC - 505-277-1407)*

Know Your Audience, *cont.*



- Per the GPSA Bylaws, all grant submissions are scored by three other graduate students:
 - *one from within your perspective*
 - *One from outside of your perspective*
 - *A third determined at random*

- There are four unique academic perspectives, and each reader will self-identify with the one that most closely corresponds with their academic program of study

Perspectives



- **Fine Arts & Design (FAD):** Includes any visual arts, performing arts, and other forms of creative production, including some work in architecture and planning.
- **Humanities (HUM):** Includes but is not limited to work in ethnology, history, literature, languages, philosophy, or religion. Often uses methods described as critical and/or interpretive.
- **Science, Technology, and Engineering & Mathematics (STEM):** Includes any work grounded in mathematics and/or the physical sciences, including computer science and medicine.
- **Social & Behavioral Studies (SBS):** Includes but is not limited to work in area studies, communication, education, law, management, public policy, psychology, and sociology. Often overlaps with humanities and/or STEM.

Narrative suggestions



- Paint a clear picture of who you are and why you are seeking funding.
- Give specific, vivid details on why you are attending a conference.
- State why attending this conference is important

Example:



- Poor: “I will be able to network with super interesting professionals in my field at the conference.”

Example:



- Better: “I will be networking with **Dr. Cornel West** from **Princeton** whose research on the **U.S. Mexico Border** intersects with **my dissertation chapter** on reforms to U.S. federal immigration policy.”

Benefits



- Describe benefits clearly and explicitly
- Be as *specific as possible* - poor applications suffer from being too vague
- How does the activity benefit:
 - *You*
 - *Your academic field*
 - *The reputation and academic community of UNM?*

Example:



- Poor: “Presenting this research will allow me to share my highly specialized knowledge with a broader community of like-minded people.”

Example:



- Better: “My research **corresponds directly with the goals of several international research societies** and **expands on the information surrounding freshwater ecosystems**. Presenting my work that was conducted in **New Mexico** on an international stage **will affirm UNM’s position at the forefront of freshwater research programs.**”

Budget



- Include the entire budget for the project and
 - *Remember to include other funding sources*
- You will not be evaluated on the amount requested, but you should make sure your budget is cost-effective
- Demonstrate that you have researched your budget (cite web links, name special deals, etc).
- When possible, list specific dates, hotels, airlines, etc.

Example



Budget Item	Description	Amount	Funded by PDG	Other Sources of Funding	Other Sources
Southwest Airlines Flight	Roundtrip ABQ to Baltimore. Depart 5-9-2016 Return 5-11-2016 Cheapest flight on skyscanner.com	\$400	\$400	Also requested from OGS-pending.	\$0
Lodging at Holiday Inn	Cheapest hotel a few blocks away from the conference (which is held at Hilton). Total cost is \$316.80 and I am splitting the cost with another student. Cost to me is \$158.40 http://hostels.com/blowoutspecial	\$158.40	\$100	Requesting CFA departmental funding	\$58.40
Conference Registration	Student Rate	\$145	\$0	Requesting departmental funding, otherwise out of pocket expense.	\$145
Conference Association Membership	Membership fee	\$50	\$0	Out of pocket	\$50
Meals Per Diem, Wed. evening-Sun. evening	Breakfast free w/ hotel Lunch provided by conference Dinner estimated \$20/night	\$40	\$0	Requesting departmental funding, otherwise out of pocket expense.	\$40

Successful Applicants:



- Write for a general academic audience
- Avoid jargon and define all terms
- Make sure proposal is free of grammatical and spelling errors
- Find someone to proofread. (Seriously!)
 - *Peer in department*
 - *Peer outside department*
 - *Peer who has received a grant*
 - *Graduate Resource Center (GRC)*

SCORING AND AWARDS



Reading Process

- Three readers total
 - *One reader from your perspective,*
 - *One reader from outside your perspective, and*
 - *One reader will be randomly assigned*
- Readers are fellow graduate and professional students
- Readers will NOT be from your department
- Readers will start to be assigned as early as 6/17
- All Readers MUST HAVE completed a Reader Training within the last 12 months
 - *Summer Reader Trainings will be offered at the end the cycle period*

Reading Process

- 3-4 week reading/scoring process
- Readers' scores are normalized and normalized ranking determines who is funded
- $$\frac{(\text{Raw Score} \times \text{Group Average})}{\text{Reader Average}} = \text{Normalized Score}$$
- Applications sent for rereads when there is a 25 point difference in highest and lowest score
- Appeal process
 - *Any appeal must be submitted in writing within 14 calendar days of the date of notification*
 - *Please see the GPSA Bylaws for appeal requirements and criteria*

Questions??

- Email GPSAFunding@unm.edu
 - *PREFERRED METHOD of communication*
- Stop by the GPSA Office during Grant Chair Office Hours
- Grants Website: gpsagrants.unm.edu
- GPSA Website: gpsa.unm.edu

Please be patient – there are more than 5,000 of you, and only one of me