Call for Proposals

2018
The Whittaker Webster Graduate Student Research Awards

This grant proposal is divided into six sections:

1. Grant Award Description (page 1)
2. Grant Submission Instructions (page 2)
3. Title Page (page 3)
4. Proposal Guide (pages 4-5)
5. Faculty Advisor’s Signature Page (page 6)
6. Checklist (page 7)

1. GRANT AWARD DESCRIPTION
   The goal of this award competition is to fund outstanding student research that is designed to further the practice of school psychology to improve academic, behavioral, social or emotional outcomes for students in school settings. Funds will be awarded to graduate students enrolled full-time in the School Psychology Program at the University of Massachusetts Amherst. Two awards will be disseminated in fall 2018 to deserving student researchers. Two awards will be given to doctoral candidates who have successfully defended their comprehensive exams and are in good standing in the School Psychology Program.
2. GRANT SUBMISSION INSTRUCTIONS

Each Proposal must include a Title Page, Abstract, Scientific Summary, Project Budget, Budget Justification, Timeline and Signature of supporting faculty member.

A. Complete the Title Page on page 3 that includes:

- Which grant you are applying for
- Title of Research Grant
- Principal Investigator’s Name
- Co-Investigator’s Name (if any)
  - Co-Investigators may be included in the proposal, but one primary investigator must be responsible for the project and the use of the funds.
- Preferred Mailing Address
- Preferred Telephone Numbers
- UMass Email Address

B. Complete the sections in the Proposal Guide on pages 4-5:

A) Title Page
B) Abstract (summary of proposal)
C) Scientific Plan (maximum 5 pages)
D) Project Budget (see budget template)
E) Budget Justification
F) Timeline
G) Advisor or Dissertation Chair’s Signature Page

C. Research Proposal Preparation

- The Scientific Plan of the research proposal is a maximum of 5-typed pages in length, but DOES NOT include the title page, abstract, project budget, timeline, or advisor’s signature page.
- Submission content must be:
  - Formatted according to the Sixth Edition of the APA Publication Manual
  - Number every page.
- Please submit ONE Microsoft Word document that includes ALL the sections of the proposal.
- IRB approval is not required at time of submission, but IRB approval must be received before the study may begin.

D. References

References should be formatted according to the Sixth Edition of the APA Publication Manual.

E. Submission of a Grant Proposal:

- Please submit the completed proposal with the scholarship application

F. Questions? If you have questions about your proposal submission, please contact Sara Whitcomb at swhitcomb@educ.umass.edu
3. TITLE PAGE

- Please Check Which Grant You are Applying for:
  - [ ] Dissertation Award – ($1050)
    You must have successfully completed your comprehensive exams, and your research idea must be approved by your dissertation committee chairperson.

- Title of the Research Project:
- Principal Investigator’s Name:
- Co-Investigator’s Name(s) (if any):
- Preferred Mailing Address
- Preferred Telephone Number:
- UMass Email Address:
4. PROPOSAL GUIDE (Follow this guide to complete your proposal.)

A. COMPLETE TITLE PAGE (see page 3)

B. ABSTRACT. (150-250 words) The abstract is a brief summary of the study you intend to conduct. The abstract needs to include the problem you intend to study, the research questions you will investigate, the methods by which you plan to test your questions, and your expected outcomes. Abstracts must be formatted according to the *Sixth Edition of the APA Publication Manual*

C. SCIENTIFIC PLAN – No more than 5 pages in length maximum, and include the following three areas:

1. Statement of the Problem: includes significance, innovation of study, and how you meet the priority of the grant.

2. Research Questions/Aims:
   - Questions you will answer
   - The hypotheses you intend to test
   - The Methods you intend to use to answer your research questions
     - Clearly state your dependent and independent variables and how you hypothesize, they are related or may affect one another.
     - Must be measurable outcomes.
       - Be clear.
       - Not too broad – must be measurable.
       - Not too narrow – must be relevant.
       - Not too complicated – must be understandable.
       - Not too simplistic – must be important.
     - Should be specific, not general or ambiguous.

3. Methods
   3a.) Design:
     - Specifically identify the design.
     - Determined by the research question.
     - Provides logical link among aims/questions, procedures, and analysis.
       *Question – Design – Methods – Analysis*

   3b.) Procedures:
     - How will the proposed research be conducted?
     - Address the following:
       - Sample – number and characteristics of subjects to be studied.
       - Sampling – strategies for recruiting subjects from where they will be recruited.
       - Explain procedures in good detail what you plan to do.
• Describe groups you will form, including any control/placebo groups.
• Indicate points of interaction and data collection with subjects.
• If you will do an intervention, explain what the intervention is, how you will implement it, and the data collection points.
• What are the expected outcomes of the study and how will they will measured, what instruments will be used, etc.?
• How will you obtain data? Describe instruments, surveys, etc. that will be used to collect data.

3c.) Analysis:
✓ Describe statistical tests or analyses you will use to test your research question,
✓ Organize by research aim/question.

D. PROJECT BUDGET:

Budget Line Items:

1. Supplies (e.g., camera, tape recorder, testing materials): $ 
2. Photocopying (e.g., survey data forms, consent forms, etc.): $ 
3. Services (e.g., poster printing, data entry, etc.): $ 
4. Postage (e.g., to mail a survey): $ 
5. Technical Support Staff (data collectors, data entry, etc.): $ 
6. Computer-related (e.g., special software): $ 
   Other Costs (e.g., travel to present findings, mileage to conduct the study, incentives for participants etc.): $

TOTAL AMOUNT OF BUDGET REQUESTED $ 

E. BUDGET JUSTIFICATION. Please include a brief explanation of what each item is, why it costs what it does, and indicate how each item relates to the research plan. The information should be sufficiently detailed to address cost and need. Please describe any other sources of grant funding that has been secured and how that funding will support your research.

F. TIMELINE. Provide a timeline starting from submission of IRB proposal through data collection and analysis to submission of findings to a conference.

G. SIGNATURE OF FACULTY ADVISOR.
5. FACULTY ADVISOR’S SIGNATURE PAGE

☐ This student applicant is applying for a dissertation award and has successfully passed the comprehensive exams.

☐ This student is in good standing in the School Psychology graduate program.

☐ I support the research this student is submitting for the Whittaker Webster Grant Award Competition

____________________________________  ______________________
Faculty Advisor’s Signature                     Date
6. CHECKLIST

- All sections of the grant proposal must be completed in the final grant submission.

- Use this checklist to determine if your grant proposal is complete.

- Please assemble your grant submission in the following order, and put an “X” in the box to indicate that the item is completed:

  - Title Page
  - Abstract
  - Scientific Plan
  - Project Budget
  - Budget Justification
  - Timeline
  - Faculty Advisor’s Signature

- I will obtain necessary IRB approval of study.
- If my grant is selected for funding, I will submit my study for presentation at a national or regional conference.

____________________________________________  __________________
Signature of the Primary Investigator               Date