



A.S. GRANT APPLICATION FREQUENTLY ASKED QUESTIONS

What grants does Associated Students offer to Students?

Research Grant: This grant offers funding to student research projects that include a well-developed hypothesis, experiment or method, and proposed impact on community. This grant has primarily funded research projects in the fields of science, engineering, psychology, and communications.

Creative Exploration Grant: This grant offers funding to student projects that display innovation and creativity while furthering the student's technique and knowledge in the field of study. All students are welcome to apply, but priority will be given to students studying the arts such as projects on art, humanities, architecture, or history.

What criteria are used to judge Grant Applications?

The A.S. Grant Selection Board reviews each grant application and determines what impresses and what concerns them about each project. They judge projects based on their ability to advance knowledge in the area of study, whether or not the projects are feasible, and whether or not the projects align with the University's mission and the changemaker initiative. The professionalism and organization of an application are also judged as necessary criteria.

If I am a part of a group project can we still receive funding?

Yes. Please remember to only send one grant application per group. If you are requesting money for travel funds, please make sure to submit the Group Request for Travel Funding form.

Do the A.S. Grants fund travel costs?

Yes. Associated Students fund the travel costs directly associated with field research. A.S. cannot track traveling done by car for research, so therefore we do not fund money for gas. If your requested budget includes travel fees (for example, airplane tickets), please complete the Request for Research Travel Funding and attach it to your application. This form is available at <http://www.sandiego.edu/associated-students/academic-grants/>.

If you need funding to present at a conference, please apply for the Travel Award through the Office of Undergraduate Research.

If I have received funding from another source, can I still apply for the A.S. Grant?

Yes. The selection board does give priority in funding to projects that have not received any funding, but we still review and fund projects that need partial funding. Please note in your application what amount of other funding you have received and from what source.



What items in my budget can be funded?

The A.S. Research Grant offers funding for most materials requested for a research project. Some examples of items funded in the past are chemicals, lumber materials, conference registration fees, survey incentives, and books. In order to receive maximum funding, we recommend that you do extensive research and find the most affordable option available before compiling your budget. Please consider using the following resources available on campus to lower your research expenses.

- The Creative Zone (<http://www.sandiego.edu/associatedstudents/about/creativezone/>)
- ITS Media Equipment (<http://www.sandiego.edu/its/resources/equipment/general.php>).

What items should be included in the budget? What should my budget look like?

The A.S. Grant Selection Board looks for a thorough and detailed budget. Please provide the name of each material requested, the supplier, the price, quantity, shipping costs, and a total. If your budget includes categories, please make sure to create specific titles (categories such as additional costs, misc., etc., and personal needs will not be funded). If you are requesting a large amount of money (\$500+), please prioritize the items in your budget in order to achieve your project goal. We ask this because the selection board may receive many outstanding applications and may need to partially fund some projects. We understand that some materials necessary for research are expensive, therefore please provide an explanation for the importance or need of expensive (\$500+) items in your budget.

Please do not request a personal stipend for yourself or others in your research group; a funding request for student work will not be funded. If you have any further questions about what to include in your budget, please contact us at asacademics@sandiego.edu.

Example of a complete budget:

Material	Supplier	Cost	Quantity	Shipping	Subtotal	Priority
ABS Plastic	USD Engineering Dept.	\$250.00	1	\$0.00	\$250.00	High
Coupler	SDP/SI	\$80.00	1	\$20.00	\$100.00	High
Bearings	McMaster-Carr	\$40.00	2	\$20.00	\$100.00	Low
Total					\$450.00	

Example of an incomplete budget:

Materials (\$450)
 Books (\$60)
 Additional Costs (\$100)
 Total=\$610



What should my timeline look like?

Creating a timeline is beneficial and necessary for a successful research project. The selection board looks for projects with realistic and logical deadlines. Take time to design a detailed timeline including specific dates, and ask your advisor to provide critiques and advice about your proposed timeline.

What if I still have questions?

Please review all of the resources (including examples of fully funded proposals) available on the webpage at <http://www.sandiego.edu/associated-students/academic-grants/>. If you have any questions, please do not hesitate to contact the Chair of Academics at asacademics@sandiego.edu or stop by SLP 308 during our business hours, Monday-Friday, 9am-5pm.