



To: Faculty Research Mentors of College of Science and Mathematics (CSM) Students

From: **Laurence Miller, PhD**   
Chair, CSM Student Research Travel Committee

Date: February 12, 2021

Subject: **CSM Call for Funding Proposals**

The College of Science and Mathematics invites faculty to submit proposals for support of undergraduate and graduate student engaged in research under the guidance of a faculty mentor. Any faculty member who serves as a research mentor to a student who has declared a major housed in the College of Science and Mathematics may submit a proposal on behalf of the student(s).

Thanks to an endowment established by Robert and Katherine Reese Pamplin, the College of Science and Mathematics is able to allocate up to \$10,000 this semester to support student engagement in research.

The Committee will consider proposals to support student engagement that results in the student's presentation of research findings at a conference sponsored by a professional organization specifically related to a field of science relevant to the research project. The presentation must be completed between the first day of fall semester 2020 and the end of the fiscal year on **June 30, 2021**.

Due to the current prohibition of travel, the Committee will also consider requests for funding to defray page charges for a manuscript that meets all the following conditions:

- a. the manuscript has been published or accepted for publication in a peer-reviewed journal specifically related to the field of science relevant to the research project;
- b. a student who was substantively engaged in the research project and/or the preparation of the manuscript is listed as one of the authors of the manuscript; and
- c. an invoice listing the page charges is in hand.

Allocations will normally not exceed \$500 for any one activity, but in unusual circumstances those limits may be modified.

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The CSM Student Research Funding Committee will review proposals and determine awards during the spring semester 2021.

The Committee will not fund student participation at a conference unless the student is presenting. Neither will we fund a student presentation at a conference sponsored by an organization that is not explicitly affiliated with a field of scientific research appropriate to the project in which the student has been involved.

Please note that CSM Student Research funds are specifically marked for *student* expenditures in support of research and scholarly activity.

**An application for a proposal for funding may be downloaded [here](#). The completed proposal must be submitted electronically—completed, signed, and scanned to PDF—to Laurence Miller ([laumiller@augusta.edu](mailto:laumiller@augusta.edu)) no later than 5 p.m. on March 15, 2021** in order to be considered for funding. Late or incomplete proposals will not be considered, nor will proposals from those who did not submit a follow-up report for activities that received CSM Student Research and Travel funds in a preceding year.

Students may be encouraged to draft their own paperwork, but faculty research mentors and department chairs must sign off on the application to show they have reviewed it for accuracy and completeness. The faculty mentor of the student involved in this research is primarily responsible for approving proposals on behalf of his/her student(s). The department chair of the faculty mentor is also required to sign off on the proposal.

Within 7 days of the expenditure of funds awarded to students, either the student or the faculty mentor should provide appropriate paid invoice(s)/receipt(s) to **Laurence Miller** ([laumiller@augusta.edu](mailto:laumiller@augusta.edu)) and **Rita Patel** ([rpatel13@augusta.edu](mailto:rpatel13@augusta.edu)), Business Operations Specialist for the College of Science and Mathematics.

Following the actual presentation by the student(s), **the faculty research mentor must provide a summary report** of expenditures and activities of students who have received funding to Laurence Miller and **Rita Patel**. This report should be submitted within **30** days after the presentation, but **no later than 12:00 p.m. June 30, 2021**.

Because the fiscal year changes on July 1, the Committee will issue a separate call for proposals later this spring for funding to support CSM student presentations that take place from **July 1 to August 10**, the day before fall semester classes begin, and/or page charges for publication of manuscripts reporting the findings of research in which students have been substantively engaged. Do not submit requests now for the period from July 1 to August 10.

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