Application Instructions: Associate-Led Collaborative Research Projects

Updated March 2023

The goal of the Associate-Led Collaborative Research Project is to encourage and facilitate cultural research collaboration among Associates of the Center for Cross Cultural Research. Projects are expected to reflect explorations of culture that depart from Associates’ individual programs of research.

Collaborative Research Project Funding Guidelines

- 2023 application cycle details:
  - Up to $5,000 per collaborative award is available
  - Applications are due by May 1st, 2023 at 11:59pm
- Eligibility:
  - Proposals must include two or more Associates as Co-Principal Investigators
  - Associates must have joined the CCCR at least one quarter prior to submitting a funding application.
  - Associates must be currently active within the CCCR,
  - Associates must be in good standing regarding prior project funding
- Applicants should review the CCCR bylaws for an overview of the Collaborative Research Project application process, presentation expectations, proposal evaluation, and post-funding expectations.
- Timeline:
  - Applications should be submitted to the Director via email by the deadline
  - Applications will be screened by the Director for eligibility and completeness
  - Review will take place in the 2-3 weeks post submission
  - Funding decisions will be announced within 4-6 weeks
  - Funds are available for use in accordance with the approved project start date and timeline. Projects should begin within 6 months of funding approval.
    - Investigators should allow for up to 4 weeks to hire and pay student researchers and consultants
    - Investigators should allow for up to two weeks for all other purchases
  - Funds are available for up to one year from the project start date.
  - End of project reports are due one year after the project begins.

Collaborative Research Project Application Instructions

Applications should not exceed 5 single-spaced pages and should include:

- A brief description of each Investigator’s eligibility, including:
  - date they joined the CCCR
  - current activity within the CCCR – detail how often you attend bi-weekly meetings and speaker events (including any barriers to attendance), and briefly describe other ways you have engaged in the CCCR community
• Detailed project description that addresses the following evaluation criteria:
  ○ Theoretical foundation
    ■ Clear description of relevant cultural and psychological variables and processes
    ■ Theoretical contribution of the proposed project
  ○ Methods
    ■ Research questions that are clearly tied to study design
    ■ Methodology suitable to address the question(s) posed
    ■ A clear and appropriate explanation of sample size
    ■ A clear and appropriate analysis plan
  ○ Expected timeline of research activity (including a specified start and end date; typically no more than a one year project duration). If awarded, all research activities are expected to be completed within one year of their start date.
  ○ Clear responsibilities for Project Personnel
    ■ Description of proposed responsibilities and roles for Co-Principal Investigators, other Center Associates, Student Affiliates, community members, and/or other research personnel involved in the project
  ○ Best Practices in Open Science
    ■ Applicants must confirm that the study is/will be pre-registered (e.g., on OSF).
    ■ Applicants must confirm that the data from the project will be made publicly available unless there is a clear obstacle that cannot be overcome.
    ■ Applicants must confirm that the analytic methods and code for analyses will be made publicly available.
    ■ Applicants must confirm that the research materials for the project will be made publicly available unless there is a clear obstacle that cannot be overcome.
    ■ Applicants must submit their OSF page to the Director for publication on the website.
    ■ See here for a primer on Open Science practices.
  ○ Applicants must confirm that an ethics application has been submitted, or will be submitted before funds are used (if applicable).
    ■ If already submitted, please provide the protocol number for reference.
    ■ Funds are contingent on IRB approval, if relevant
  ○ References for work cited (not included in page count)

• Expected budget that includes description and justification detailing each expenditure. Must include a description of how the proposed budget corresponds to the specified responsibilities and roles of project personnel (e.g., who will oversee which research activities). Funding requests for collaborative research projects may include:
  ○ Research-related materials (e.g., supplies, printing costs)
  ○ Research participant payment
○ Student researcher, collaborator, or consultant payments. Estimates of these payments should include fringe benefits and other associated costs.
○ Project-related travel (i.e., travel necessary to complete data collection)
○ Funds are not typically provided for:
  ■ Living expenses while conducting research
  ■ Stipends for principal investigators (e.g., summer salary).
  ■ Travel to conventions or conferences; other department, college, and CCCR funds are available to support these activities.

● Impact of proposed research. Briefly address each of the following:
  ○ CCCR values. Discuss how the project serves and enhances the values of the CCCR and its research on culture and diversity. This might include:
    ■ Centering voices and experiences of underrepresented cultures, groups, or identities
    ■ Supporting underrepresented students or collaborators who do not typically receive compensation for research work
    ■ Support for cultural research that would not be likely to receive funding from traditional sources
  ○ Innovation and potential impact. Discuss how the results of the project will result in social action or systems change or improved quality of life for vulnerable or marginalized populations.
  ○ Tangible outcomes. Discuss how the project serves and enhances the standing of the partners involved (e.g., potential publications or presentations, supporting student development, establishing or enhancing community partnerships).

● A short description of how presentation expectations for the project will be met. Associates are expected to present aspects of their project at least once with members of the CCCR. Associates should be prepared to actively engage with the CCCR learning community by:
  ○ Bringing initial ideas to the group to receive substantive feedback
  ○ Bringing a key challenge to the group (e.g., an obstacle to executing the project) to engage in community problem-solving
  ○ Bringing the community into a discussion about successes and lessons learned
  ○ The status of funded and completed projects can also be the subject of regular discussion and update as part of bi-weekly CCCR research meetings