Application Instructions: Student Research Experiences

Updated March 2023

The CCCR recognizes that undergraduate and graduate students benefit from culturally-relevant research experiences. This award is intended to enhance and support the training of students as cultural researchers.

Student Research Experience Funding Guidelines

- Eligibility:
  - Student Affiliates or former Student Affiliates (who are within one year of graduating and who seek funding for research activities conducted while at WWU).
  - Student Affiliates must have joined the CCCR at least one quarter prior to submitting a funding application.
  - Student Affiliates should identify a sponsor for their application who is a current Associate of the CCCR (faculty or staff member).
  - Students must be in good standing regarding prior project funding (including completing end of project reports).
- Applicants should review the CCCR bylaws for an overview of the Student Research Experience application process, presentation expectations, proposal evaluation, and post-funding expectations.
- There are two tiers of funding available to Student Affiliates:
  - Up to $500 is available for Center-related student research and training activities (e.g., participant payment, workshop or conference travel, etc.)
  - An additional $500 is available for research-related expenses that involve the collection of data (original to the student’s interests).
- Timeline:
  - Applications are accepted on a rolling basis throughout the academic year (applications will not be received over the summer)
  - Application and letter of support should be submitted to the Director via email
  - 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, with funds available for use in accordance with the approved project start date and timeline.
    - Students should work with travel authorities on travel plans
    - Students should allow for up to two weeks for research-related purchases
  - Funds are available for up to one year from the project start date.
  - End of activity reports are due no later than one year after research activities begin; due dates will be communicated to students with the notice of funds

Student Research Experience Application Instructions

Applications should not exceed 5 single-spaced pages.
For Research Projects:

- Detailed description of the research study:
  - What is the student’s role in the research project? (lead researcher, collaborator, etc.)
  - Theoretical foundation:
    - Clear description of relevant cultural basis for this research – what are the relevant cultural variables and processes?
    - Clear description of psychological foundations – e.g., theoretical framework
      - What are the mental and behavioral processes that can be observed within and between individuals in terms of their understanding of themselves and the world?
  - Project Methods:
    - Research questions that are clearly tied to study design
    - Methodology suitable to address the question(s) posed
    - If data collection is involved, describe the research study methods in detail
      - How does the project involve systematic observation that establishes and respects relationships between researchers and participants?
      - How is the methodology suitable to address the question(s) posed?
    - If data collection is not involved, how will this experience enhance the applicant’s understanding of cultural research methods?
  - 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.
- References for work cited (not included in page count)

For research projects that involve data collection:

- 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.
  - 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).

For Professional Development activities:

- Detailed description of the experience:
  - Dates, location, relevant organization(s)
  - What is the student’s role in the experience (participant, presenter, etc.)
○ What is the cultural basis of this experience?
  ■ What cultural variables and processes are at the center of this experience?
  ■ How will this experience advance the student’s own culturally-based research or their understanding of cultural research?
○ How will this experience advance the student’s career goals and/or professional development?

● References for work cited (not included in page count)

All applications must include:

● A brief description of the applicant’s eligibility, including the date they joined the CCCR

● An expected budget that includes description and justification of each expenditure. Funding requests for student research experiences may include:
  ○ Research-related materials (e.g., supplies, printing costs)
  ○ Research participant payment
  ○ Research training activities (e.g., workshop fees)
  ○ Travel related to research study or for professional development related to cultural research (e.g., conference travel to present on cultural research or learn new cultural research methods, funding to travel to workshops or other training on cultural research tools). Applications that include travel funds must indicate that students have already/will use Department funds first.

● Impact of proposed research. Briefly address each of the following:
  ○ CCCR values. Discuss how the research activities serve and enhance the values of the CCCR and its research on culture and diversity. This might include:
    ● Research activities or trainings that center voices and experiences of underrepresented cultures, groups, or identities
    ● Research activities or trainings that support underrepresented students or collaborators who do not typically receive compensation for research work
  ○ Innovation and potential impact.
    ● Discuss how the current project expands one's existing program of research or how the experience will expand the student’s ability to conduct research that will result in social action or systems change or improved quality of life for vulnerable or marginalized populations.
  ○ Tangible outcomes. Discuss how the research activities serve and enhance the standing of the partners involved (e.g., potential publications or presentations, supporting student development, establishing or enhancing community partnerships).

● A letter of support from a CCCR Associate Sponsor