

KEEVER BIOLOGY RESEARCH TRAINING FUND

Statement of Purpose and Guidelines

Awarded to undergraduate biology majors who have completed 60 or more credits of coursework with a QPA of at least 3.0. It is intended to support student research investigations and is funded by an endowment established by Dr. Catherine Keever.

Research Plan/Narrative

Provide background information and literature review as appropriate and state the specific goals and/or hypotheses for your research project. Describe your research plan and methods. Include the following sections in the proposal after the background information, literature review, and goals and/or hypotheses.

Provide specific details throughout the narrative so the reader can understand the justification for requested budget items. If travel to do research is involved, explain why this travel is necessary to complete the project. If you are requesting funds to travel to present provide details of your presentation plans and be sure to upload the required documentation (e.g., your abstract, the meeting announcement detailing location, costs, etc.).

Budget detail

Provide a list of expenses by general category, e.g., transportation, supplies, lodging, registration, etc. The itemized justification should include an itemized list and explanation of these expenses.

Budget Justification

Describe in detail what you plan to use these grant funds for. Provide details as to why a particular item is needed and the need for a specific quantity of a particular item. Example: Brown glass vials are necessary to prevent light from damaging specimens. A total of 100 vials are needed to house 100 samples each of midges, gnats, and mosquitoes. For research travel detail exact costs for travel expenses and mileage are based on university policies (links to this information are on the purchasing homepage: www.millersville.edu/purchasing). The justification should align with the specifics of your research plan. The justification should also list other sources of Funding, i.e. other programs have you applied to or received funding from to support this research. Please list the source(s) and amount(s) requested, either pending or received.