

WRITE: PiNS and Summer Research Grant Proposals

This handout excerpts and emphasizes important information about the University of Denver PiNS and Summer Research Grant application process. For complete, official information, go to <https://www.du.edu/urc/funding/index.html>

The committee that reviews grant applications looks for a well-written and thorough research or creative project.

For research projects, readers want to understand what your research question is, what data you are collecting and how you are collecting it, and how realistic your goals are in relation to your timeline.

For creative projects, readers want to understand what contribution are you making to a specific field? and how new and important is that contribution?

Your project proposal should do the following:

- Define the research problem or creative endeavor. How does it fill a gap in existing knowledge or the extant body of creative works, and why is it important to fill that gap? What is the question you hope to answer? Why are *you* undertaking this project?
- Describe the research method and the research design. Why is it likely to succeed? Explain how you will collect data or recruit participants. For visual or performing arts, explain how the proposed project is not simply an effort to refine your skills or abilities but connects to broader questions within your discipline or field.
- How does the project relate to your goals?
- What background do you have that prepares you for this project?
- What will be the final product(s) of the project?

Other questions to consider and address:

- Is the data you are collecting a new venture, or could you use existing information?
- If you are requesting funds for travel, why is it necessary for you to go to the destination? If you are conducting interviews, explain why in-person interviews are preferable to email or Skype interviews.
- If you plan on conducting interviews, what are your questions, how are you going to find individuals to participate, and what would you do if you could not find enough participants?
- Is your question focused enough to explore in the timeline you submitted?
- What will you do with the data and findings?

Important Considerations

- Write your proposal for a general audience, without jargon, so that those outside of your discipline can understand it. Scientists need to write so that historians can understand the project; historians need to write so that business people can understand, business people need to write so that scientists can understand, and so on.
- It is important to address why *you* are the right person to carry out this research.