



Student Seed Grant (SSG) Guidelines Academic Year 2025 - 2026

APPLICATION DUE:

Proposals are due to the Office of Sponsored Programs, Research and Outreach by email in the attached PDF file to Ms. Hoda Hassan at hhassan@uwa.edu

FUNDING OPPORTUNITY PURPOSE

The UWA Office of Sponsored Programs, Research & Outreach (OSPRO) is excited to announce the ninth annual Student Seed Grant (SSG) opportunity. Designed to support both undergraduate and graduate students, the SSG provides funding for research and outreach or public service projects. These grants not only enhance students' academic experiences but also foster meaningful connections with faculty mentors and peers. Through this opportunity, students gain valuable skills in inquiry, self-discovery, and project development, laying the foundation for academic success, professional growth, and future career opportunities.

AWARD AMOUNT

Application budgets are limited to a maximum of \$400.

ELIGIBILITY AND REQUIREMENTS

- Applicants must read and follow all instructions in the guidelines.
- Proposals may address research concerns essential to student academic success or conduct outreach/public service activities. We encourage students to consider problems unique to UWA and our community.
- Student applicants must be UWA full-time (undergraduate) or part-time (postgraduate) enrolled at UWA or during the award period.
- All projects must be academic and must serve the purpose of meeting the educational requirements of the student's curriculum.
- The student(s) awarded must have the supervision of a faculty/staff member advisor within their major field of study.
- The award duration period is no longer than 12 months from the award date.
- Students who receive research awards must present a poster at the Academic Research Conference (ARC) on March 11-13, 2025.

Submission Instructions:

All proposals must follow standard American Psychological Association (APA) formatting guidelines and have the following labelled sections:

1. Cover page:

- a) Title of the project
- b) Student's name and his/her mentor (with faculty mentor title, contact information, college and/or department affiliation, and email)
- c) College
- d) Submission date

2. Abstract:

(1 Page limit) A maximum of **250 words**. Summarize the project goal, the significance, the expected outcome (s) of the research or the outreach, and the justification of internal funding.

3. Narrative: (not more than 3 pages)

- a) Describe the outreach/public service, including the significance of the need for the project. The narrative should clearly state the research question you will be studying, and be sure that it is understandable to someone who does not know much about your field of study.
- b) All projects must explain the plans, how to achieve the goals, and the expected outcome.
- c) It should not exceed four double-spaced pages with a font size of 11 points or in Times New Roman font.

Proposals for projects that involve research with human subjects or live vertebrate animal subjects must include a signed statement by the student's faculty advisor that the protocol has been submitted or approved by the Institutional Review Board (IRB).

4. Budget & Budget Justification:

- a) Award funds must be used to support reasonable and allocable costs. The budget must be reasonable and well-justified regarding the scope of work described in the narrative.
- b) Specify the items/expenses to be supported by the SSG (i.e. Allowable items may include disposable supplies, travel to conduct research, photocopying, etc.).
- c) The budget requested from the SSG must be at most \$400.
- d) All expenditures following UWA's Business Office policies must be made.

5. References:

Two-page limit – Don't underline or use quotation marks for the title. All text should be double-spaced, just like the rest of your proposal.

Given the diversity of the review panel, students are strongly encouraged to write their proposals for a non-expert audience. Reviewers from various UWA colleges, divisions, and units will evaluate and discuss the submissions before making funding recommendations. Final funding decisions will be made by OSPRO, which reserves the right to request budget modifications as a condition of award.