

Regarding Project Funding

What projects can CSJF fund?

There are no specific criteria regarding the type of project that can be funded. Funding is awarded to those proposals that display a large amount of detail, creativity and prospect of a unique learning experience. Whether the project be an internship, program or individually designed experience, funding is awarded based on the proposal provided by the member.

Projects that are not supported by the CSJF are those completed after graduation from Washington College. Tuition to another institution regarding credit bearing projects is also not supported by the CSJF.

What projects has CSJF funded in the past?

CSJF has funded a huge variety of projects in the past. Members have utilized this organization to travel all over the globe, embarking on learning experiences unique to each student's intellectual desires!

Does my project have to contain an international element in order to receive funding?

No preference in funding is given to projects based on their country of destination. Funding is provided on the basis of the proposal and scope of the project. While members are encouraged to explore unique ways of learning, this does not imply unique learning only takes place outside of the United States.

May I apply for a grant regarding my thesis?

The Society does not fund work directly impacting a thesis, preferring instead to encourage members to take up an independent project that involves an excursion into a new culture or intellectual area. The Society may fund a project that eventually develops into a senior capstone experience, but the main goal of the project should not be the SCE.

Can a senior receive funding for post-graduation projects?

No, a member cannot receive funding for any project completed after graduation. Since members who are awarded grants are required to give an oral presentation of their experience or findings, grants cannot be given to students who will not be present to fulfill this obligation.

Can I receive funding for projects done through other institutions?

Yes, in cases where you have a project coordinated by a professor at another institution so long as the project does not involve tuition fees. Where these arise, you must indicate the amount but you should not include it in the total.

Can two members apply for a joint grant regarding the same project?

Yes, two members that are collaborating on the same project may apply for a joint grant. Members may submit a single grant proposal and conduct a joint PowerPoint presentation, but should submit individually written essays and abstracts.

Can a member apply for a grant regarding a project that includes non-CSJF members?

Yes, a member may apply for a grant regarding a project that includes students not in the CSJF. However, the funding requested may only be used toward the necessities of the CSJF member.

Is there a limit as to how much funding a project can receive?

There is not a single cap. Rather, the cap for a grant will depend upon the nature of the project. For example, the funding for a trip abroad usually exceeds the amount given to a project completed locally. The committee prefers to look at each project independently. For this reason, you should take good care to justify your costs.

Is there a limit as to how many projects can be funded per member?

No, a member may apply for funding to cover as many projects as s/he wishes to conduct. Funding is awarded without consideration of previously funded projects.

Is there a time limit on projects?

No, there is no time limit on projects. However, each completed project must be presented to members of the Society and therefore must be completed prior to the graduation of the researcher. While the grant application does ask for specific dates for each project, a detailed outline of action may be supplemented if exact dates are not known.

Regarding Completion of the Grant Proposal

How detailed does the grant proposal have to be?

The more detailed a grant proposal is, the more insight the CSJF board is given as to the scope of the project. Members applying for grants are expected to provide as much detail as possible regarding projects. If specific details that are requested on the grant application cannot be provided, an explanation regarding this lack of information is necessary. Grant proposals that do not contain a sufficient amount of detailed may be approved contingent upon revisions.

May I include additional information regarding my future project in the grant proposal?

Yes, additional information regarding the intended project that does not fall under the headings of the grant proposal is encouraged. The more detailed a grant proposal is, the more insight is provided to the members of the CSJF board. An organized, professional grant with a clear purpose is likely to receive positive feedback.

Can I ask for help from the curator or student president when compiling my grant proposal?

Yes! The purpose of the student president is to provide help to all members and to serve as a link between the CSJF board and student members. The CSJF curator will also answer any questions each member has regarding grant proposals. If needed, meetings can be scheduled with the curator or student president to review grant proposals or possible future projects.

How do I choose a faculty advisor to sign my grant proposal?

The faculty member chosen to endorse a grant application should be one who is familiar with both the student and the project in question. Members should discuss their future projects with the faculty member who has the most experience and/or interest in the field the project encompasses.

Regarding Submission and Review of Proposals

May I submit a grant proposal earlier than the posted deadline?

Yes, grant applications will be accepted on dates earlier than the posted deadline. Any member that needs a decision regarding funding of the project before the posted deadline must contact Dr. A. Lampman for arrangements.

Who decides whether grants receive funding or not?

The CSJF Board decides whether or not a grant proposal will receive funding. All the board members meet to discuss the intent of each proposal. The CSJF board is made up of: the student president, the curator, the Provost of Washington College, the Vice President of Student Affairs as well as one faculty representative from each division. The current members of the Board are listed on the *Membership* page of the website.

Regarding the Requirements upon Receipt of Funding

What is the purpose of the written paper?

The purpose of the essay is two-fold. One purpose it holds is to show the CSJF board what was learned from the funded experience. The other purpose of the essay is to provide future CSJF members of a detailed account of each project. As included on the CSJF website, a list of recent projects completed is available for all members. The paper provides a more detailed account of how the project was created, and what was learned for future members interested in creating or participating in a similar project.

What is the required page length for the report summarizing my project?

Members who are awarded grants are required to write a 3-5 page report in the format of a research paper. This paper should address the research questions you outlined in your grant proposal and your findings. For more details on the requirements, see the *Research Obligations* page on the website.

How long does the presentation have to be regarding my funded project?

The presentation required of each member that is awarded a grant must be at least 15 minutes long to provide sufficient detail as to the experience gained.

What happens if I cannot provide CSJF with the receipts from my project?

There is a possibility that receipts may not be able to be provided due to the restraints of the project. While members are required to submit receipts as proof of the proposed budget, it may not be possible. In such a case, please explain to the curator why receipts cannot be provided.