

# Pierce Cedar Creek Institute

for environmental education

## *Food and Housing Grant Application* 2019 Applications

### General Information

#### 1. Purpose:

The purpose of the *Food and Housing Grant* is to provide support for the development of promising students and researchers who are interested in ecological and environmental, and land management research. The Pierce Cedar Creek Institute Biological Field Station works to enhance the health and stability of ecosystems in West Michigan by providing scientific information to support land management decisions.

The *Food and Housing Grant* program enables a researcher to receive on-site housing and food service during the summer (breakfast and lunch Monday through Friday) while conducting a research project at or near the Institute during the summer months. If participants will be completing research on Institute property, but are not part of another Institute funded project, they will need to complete a research application. Contact Matthew Dykstra at [dykstram@cedarcreekinstitute.org](mailto:dykstram@cedarcreekinstitute.org) for an application.

#### 2. Eligibility:

The *Food and Housing Grant* is available to individuals or groups conducting environmental and land management research in the Barry County area. Student researchers must be over 18 by the start of the project. Applicants that are staying longer than 10 days must submit information for a background check prior to being awarded the grant.

#### 3. Grant Award:

Housing and meal service (breakfast and lunch Monday through Friday) at the Institute is reserved for researchers from May 13 through August 9, 2019. Housing for researchers may be available outside of this window on a case-by-case basis. The award value is approximately \$210 a week for housing and \$60 for food service per person. All awards will be granted based upon available space.

Two types of awards are offered: summer-long awards and short-term awards. Summer-long awards are for researchers who will spend the more than three weeks (does not need

to be consecutive) of the summer research season completing work at or near the Institute. Short-term awards are for researchers who only need housing for a limited amount of time (less than three-weeks). Summer long support awards will be announced in March 2019. Short-term support applications will be reviewed on an ongoing basis. Preference is given to researchers that are associated with other Pierce Cedar Creek Institute funded projects.

#### **4. Food and Housing Grantee Responsibilities:**

Recipients will need to sign an agreement and return it to the Institute prior to March 31, 2019 for summer-long support. Short-term grant applicants will be informed within two weeks of receiving the application about the possibility of housing. The grant agreement signifies that the student accepts their responsibilities and agrees with the terms and conditions of the grant. Summer-long support recipients are required to attend an orientation meeting by participating in the April 13, 2019 research kickoff, or upon their arrival at the Institute. Recipients will also need to provide background safety information and complete a program evaluation. Grantees are encouraged to engage with the local community through service with Institute education and stewardship programs. They will also interact with student and faculty researchers that are working at the Institute. Summer-long support grantees must complete 5-20 hours of service to the Institute as a part of their project, depending on the length of their stay.

Grantees will be responsible for submitting a brief, written final report at the end of their stay, outlining the work accomplished to date. Grantees will also participate in an evaluation of the program. Researchers are required to inform the Institute of any publications that result from any research projects that take place at the Institute.

Grantees are strongly encouraged to present their work both at the Institute at the Progress Report Meeting on June 27, 2019, the Final Report Meeting on September 28, 2019, and at institutional seminars and research conferences. Support from Pierce Cedar Creek Institute shall be acknowledged in all reports and exhibitions.

## **Application and Guidelines**

### **1. Application**

Applications for summer-long support are due by February 28, 2019. Short-term support requests must be received at least one-month before potential arrival. Applications should be e-mailed as a .doc, .docx or .pdf to Matthew Dykstra ([dykstram@cedarcreekinstitute.org](mailto:dykstram@cedarcreekinstitute.org)) at Pierce Cedar Creek Institute by the above deadline. The application should have 1-inch margins and be in 11 or 12 point font.

Summer-long applications should include:

- a. Cover sheet (see below)
- b. A brief description of the research project, including an abstract, field work timetable, including estimated dates researcher(s) plan to reside at the Institute. Indicate if this grant is associated with an Institute funded project. Please include a description of how housing and food support will benefit the project.
- c. Researcher's resume (students) or short CV (faculty).
- d. Students should provide a brief synopsis of their background, education, and career goals.
- e. Students should provide an unofficial transcript, reflecting courses completed and grades received and a letter of recommendation from their project advisor.
- f. A cover sheet for each researcher.

Short-term applications should include a cover sheet for each researcher and part (a) from above (description of the research project).

Research groups that are applying for housing can submit one overall description of the project (part a) and should submit applications including parts b, c, and d, for all individuals that will be staying onsite. All of this can be submitted as one document.

Any questions regarding the grants can be directed to: Matthew Dykstra - Field Station Manager, [dykstram@cedarcreekinstitute.org](mailto:dykstram@cedarcreekinstitute.org) or 269-721-4473.

## **2. Award Evaluation Criteria**

The following factors will be considered in making award decisions for the *Food and Housing Grant* program:

1. Availability of housing
2. Project's connection to the Institute's research purpose and funding priorities.
2. Researcher qualifications
  - a. Project adds to the development of the student's academic and professional growth and development.
  - b. The application demonstrates the likelihood that the researchers will successfully complete the project.

