

# Pierce Cedar Creek Institute

for environmental education

## *Environment Research Grants* 2019 Request for Proposals General Information

### 1. Purpose:

The purpose of the Pierce Cedar Creek Institute Environment Research Grants is to enhance the health and stability of ecosystems in West Michigan by providing scientific information to support land management decisions. Environment Research Grants provide funding for student and faculty researchers in natural areas management, biodiversity, and environmental monitoring research that takes place at Pierce Cedar Creek Institute and other regional sites. The Institute is specifically interested in funding projects that involve the following:

- Monitoring of threatened species including the eastern massasauga rattlesnake and eastern box turtle and other rare and endangered species
- Wild rice restoration
- Oak regeneration in forests and the impact of oak wilt
- Watershed water quality monitoring and management
- Invasive species monitoring and management

### 2. Eligibility:

The Environment Research Grants program is available to faculty, undergraduate and graduate students from Pierce Cedar Creek Institute Consortium member institutions. All researchers must be 18 years of age or older at the start of the project. Applicants who are not citizens of the United States should contact the Institute prior to applying to make special arrangements.

### 3. Grant Award:

Stipend requests can be up to \$4200/year/student researcher for 10+ weeks of summer research, and \$3500/year for research equipment, travel, and/or faculty stipends per year. Applicants can request funding for two student stipends per project. The maximum amount for each grant is \$11900/year. The student researchers may be identified by the faculty researcher to be a part of the project. The Institute can also help to identify qualified student researchers for research projects. Applicants may request funding for two years. Projects longer than two-years may be eligible for additional funding, but will require a new application. Housing and meal service (breakfast and lunch Monday through Friday) is available for researchers from mid-May until mid-August. The announcement of projects funded will be made in early-March.

#### **4. Responsibilities and Reporting:**

The participants of all funded projects will need to sign a grant agreement and return it to the Institute by March 31, 2019. The grant agreement signifies that the grantees accept the responsibility to complete the proposed project and agree to the terms and conditions of the grant.

The following is required for all researchers:

1. Attend an orientation meeting in mid-April (April 14 for 2019).
2. Student researchers are expected to participate in the summer research program including weekly meetings and service hours. Faculty are expected to lead one of the weekly meetings for the student researchers.
3. Student researchers are required to complete 20 service hours over the summer.
4. Researchers (students and faculty) will provide a progress presentation and report in late June.
5. Researchers will present results of their summer work on late September (September 28 for 2019) at the Research Report Meeting.
6. Researchers must submit a preliminary summary of their results by October 31. These summaries will be reviewed and feedback will be provided to the researchers. Researchers will need to submit a final report by November 30. All documents and reports submitted to Pierce Cedar Creek Institute will become the property of the Institute to use and duplicate at the Institute's discretion.
7. Grantees are responsible for providing data obtained during the study, including spatial information, to the Institute. Raw data from the project will not be made public without permission of the authors for a period of two years after the completion of the project.
8. Students and faculty mentors are required to participate in the evaluation of the URGE program.

Grantees are strongly encouraged to present their results at professional or student research symposia or conferences (supplemental travel grants may be available). Grantees are also encouraged to submit their results for publication in scientific journals. Grantees are required to inform Pierce Cedar Creek Institute of any publications and presentations that are the result of Institute supported research and to acknowledge Pierce Cedar Creek Institute sponsorship on presentations or publications.

#### **5. Grant Payments:**

Student researcher stipends will be paid annually in five installments, with the final payment paid after the final report (with revisions) is received and all requirements listed above are met. Faculty stipends will be paid annually in two lump sums, one after the interim progress report is accepted and the second after the final report (with revisions) is approved (by Institute staff). Equipment and travel reimbursements will be paid after submission of expenses to the Institute. All reports and payment requests are due by November 30.

# Application and Guidelines

## 1. Application

Parties that are interested in applying should submit a pre-proposal are due by 5pm on November 21, 2018. This one- to two-page letter should outline your intention to submit a full proposal, with a brief description of your project, the questions you are looking at, and the data you will collect. Institute staff will provide feedback on the pre-proposal to help applicants complete the full proposal.

The completed full application (including signed cover sheet, proposal and attachments) is due at 5 pm EST, February 7, 2019.

Proposals and application should be e-mailed as a .doc, .docx or .pdf to Matthew Dykstra ([dykstram@cedarcreekinstitute.org](mailto:dykstram@cedarcreekinstitute.org)). Please submit as few files as possible to reduce the possibility of misplacing parts of your application. The application should have 1-inch margins and be in 11- or 12-point font.

Applications should include:

- a. A complete **cover sheet**.
- b. One paragraph **synopsis** of project written for the general public (200 words max).
- c. **Introduction** with Statement of Purpose/Problem/Significance and connection to the Institute's research purpose and priorities. (2 pages max)
- d. **Project Narrative** (4 pages max)
  1. Proposed methods/procedures of the work involved. Describe the division of labor between the faculty and student researchers. Include any equipment and lab space to be provided by the Institute.
  2. Provide information on statistical design and analysis.
  3. If applicable, describe procedures that will be used for handling of hazardous materials, potentially infectious microorganisms, animals, etc.
  4. Include information on any required Institutional Animal Care and Use Committee (IACUC) approval, state or federal permits, or human subject's research. If any of these is required, a copy of the approval must be submitted to Pierce Cedar Creek Institute prior to the start of on-site research activity.
  5. Dissemination plan for the presentation or publication of results.
- e. **References** including sources used to prepare proposal.
- f. **Timetable** for this project, including projected information on start and end dates and information on projected housing needs for researchers during the research study.
- g. **Budget table and narrative** summarizing and explaining any materials and supplies to be purchased and cost estimates. Travel to and from study sites can be requested. Include description of any other confirmed or anticipated sources of support.
- h. Researchers' resume (students) or short CV (faculty).
- i. Students must provide an unofficial transcript, reflecting courses completed and grades

received and a letter of recommendation from their project advisor.

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 *Environmental Research Grant* program:

1. Quality of the proposal.
2. Project's connection to the Institute's research purpose and funding priorities.
3. Project involves community, environmental, or artistic partnerships and/or funding.
4. Researcher qualifications
  - a. Project adds to the development of the student researchers' academic and professional growth and development.
  - b. The application demonstrates the likelihood that the researchers will successfully complete the project.
5. Plans to disseminate the results.
6. Budget is reasonable and expenses are justified

# Environment Research Grant Application - Cover Sheet

*Deadline: February 7, 2019*

## College or University:

### Faculty researcher

Name: \_\_\_\_\_ Department: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Student researcher (optional)

Name: \_\_\_\_\_  
Local Address: \_\_\_\_\_  
Permanent Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Major: \_\_\_\_\_ Emphasis (if applicable): \_\_\_\_\_  
Anticipated graduation date: \_\_\_\_\_ Current GPA: \_\_\_\_\_  
Are you a US Citizen? \_\_\_\_\_

### Student researcher (optional)

Name: \_\_\_\_\_  
Local Address: \_\_\_\_\_  
Permanent Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Major: \_\_\_\_\_ Emphasis (if applicable): \_\_\_\_\_  
Anticipated graduation date: \_\_\_\_\_ Current GPA: \_\_\_\_\_  
Are you a US Citizen? \_\_\_\_\_

## 1. Title of Research Project:

## 2. Dates of Project: \_\_\_\_\_ to \_\_\_\_\_

### Approximate timeline for On-site Housing and Meal Support

3. Does this proposal require approval from:  Human Research Review Committee  
 Institutional Animal Care and Use Committee  
 Animal or Plant Collection Permits

## 4. Budget Summary

- a. Does the project have any additional funding? If so, please describe the funding source and amounts:  
b. Students Stipend Request \$ \_\_\_\_\_  
c. Faculty Researcher Stipend Request and Project Support \$ \_\_\_\_\_

**Total** \$ \_\_\_\_\_

