

**McLennan Community College  
Highlander Undergraduate Research Institute  
Grant Application & Proposal**

**Name:**

**MCC ID Number:**

**MCC Email Address:**

**Semester during which the project will be completed:**

**MCC Course related to the project (name and number):**

**Name of Faculty Mentor (for students only):**

**Name of Primary Investigator (if you are working on a project by yourself, you are the Primary Investigator):**

**Name(s) of Other Investigators:**

**Role(s) of Other Investigators:**

**Does your research involve minors, persons who are cognitively impaired, persons who are incarcerated, or mothers and neonates? *Yes or No***

**Will there be any personal, physical, emotional, or professional risks to the research participants? *Yes or No***

**Does any of your research involve non-human vertebrate animals? *Yes or No***

**If your research requires Institutional Review Board (IRB) or Institutional Animal Care and Use (IACUC) approval, awarding of a HURI grant is contingent upon receiving this approval. If you already have IRB or IACUC approval, please include that documentation to this proposal. If your project requires approval but you have not yet received it, please provide an estimate date that you anticipate receiving approval: *Estimated date***

**How will the proposed study add new knowledge to the research area?**

**Title of Project**

*Please provide a concise yet clear title project that gives your reader a good idea of what your project is about. You may have a main title and a subtitle.*

**Project Description**

*In a few sentences, clearly state your project so that the reader understands what you propose to do. Then, explain the rationale for your project. Your rationale should answer the following questions: Why is this project important? What is the main research question, issue, or artistic impulse? What population or community of practice does this project serve?*

**Deliverable**

What will you produce as the end result of your project? For example: a 5,000-word research paper, a poster presentation, a 10-minute film, an artistic production, etc.

**Background / Literature Review**

Provide a brief (1-3 paragraphs) background of this project in the form of a literature review. It does not have to be the full review that may appear in your final product. However, you must demonstrate evidence of background research. For creative projects, discuss what theories or media works will influence or be referenced in the work.

**Methodology**

Provide a brief yet detailed overview of the methods or approach you will use to complete your project. List step-by-step what you will be doing.

**Timeline**

Please include a timeline for completing your project. You can estimate, but your timeline should be detailed. Include your expected start date, specific steps involved to conduct the project, expected completion date, and date for public presentation of your work. Your timeline must be realistic and must not exceed 12 months from the start date. You must complete your research prior to your graduation or transfer.

**Line-Item Budget & Justification**

Provide an itemized list in the table provided below for all funds being requested. Then, provide a justification – a narrative explanation of each expense that justifies the cost in terms of the proposed project. The explanations should focus on how each item is required for completing the project. **If any of the expenses are for items that will remain at MCC and be usable by future students, please indicate that in the justification.**

Expense	Source or Vendor	Cost/unit	Quantity	Total Cost

**Personal Goals**

Please describe at least two personal goals you hope to achieve by completing this project. What do you personally hope to gain from this experience? That is, explain how completing this project will specifically affect your personal goals in a tangible or measurable way.

**Plan for Public Presentation**

How do you plan to publicly present your project? Opportunities for students include MCC Scholar Day (students only); MCC Professional Development days, workshops, or one-shot sessions (instructors only); state, regional, or national conferences; a presentation to the HURI committee, etc. Students and

*instructors engaging in creative projects may present their work to a general audience, on or off the MCC campus.*

### **Acknowledgments**

*Read the statements below and sign, indicating you understand and agree to the terms of a potential grant:*

*I understand that receipts for any equipment, supplies and/or travel costs must be submitted with the final project deliverable or with 7 days of returning from travel. If I am a student, I must provide these receipts to my instructor before a grade can be issued for the course. Failure to submit receipts for expenses related to this grant will result in a "Hold" on my MCC account unless the funds are returned.*

*I give my permission to the Highlander Undergraduate Research Institute and to McLennan Community College to use my digital likeness and my research project as needed for advertisements, publications, reports, posting on the Internet, videos and other informational pieces.*

*I agree to comply with the relevant student or instructor expectations. I understand that failure to comply with these expectations may result in cancellation of my grant and that I might be expected to reimburse HURI for the amount of the grant.*