School of Communication
2013-2014 Student Research and Creative Project Grants

This memo identifies opportunities for funding undergraduate student projects involving mentored research or creative activity. If you are ready to initiate a project under faculty supervision, you can apply for financial support from Northwestern. Funding programs include the Academic Year and Summer Grant Programs administered by the Northwestern’s Undergraduate Research Grant Committee, as well as the Academic Year and Summer Grant Awards from the School of Communication. These funding sources can be used to provide you with money to cover the expenses of research or creative projects. In addition, a Summer Grant can be used to provide a summer stipend.

There are two steps, possibly three, that need to be taken to have a project considered for funding through these programs. First, you need to find a faculty member who is willing to supervise you in a research or creative project. Your faculty advisor for the project will usually be an NU faculty member, though their appointment need not be in the School of Communication (SoC). Typical projects include working in a faculty member’s laboratory, serving as production assistant, developing research software, conducting a content analysis, or searching an archive. This list is not intended to be exhaustive and other types of research or creative activities could certainly meet program requirements. However, this program does not fund production or performance activities, which are considered for funding by the SoC Dean’s Advisory Council. The Undergraduate Research Grant (URG) Committee is particularly interested in funding faculty-sponsored projects in which a student describes a clear rationale for their activities and where there is an identifiable product as a result of their efforts, not just the acquisition of experiences. Your project could provide the basis for an honors thesis or independent study within the faculty member’s scope of expertise.

Second, an application has to be completed according to funding program criteria and deadlines. You can visit the Research Grants for Undergraduates home page for resources for proposal preparation: http://undergradresearch.northwestern.edu/research-opportunities

Finally, if you plan to travel internationally to utilize your grant, you will need to adhere to additional requirements. Please scroll to the end of the page for more information.

SoC Academic Year Grant Awards
Award Amount: Up to $1000
Application deadlines for academic year 2013-2014: Tuesday, October 8, 2013; Tuesday, November 5, 2013; Tuesday, December 3, 2013; Tuesday, January 21, 2014; Tuesday, February 18, 2014
http://undergradresearch.northwestern.edu/ayurg

If you are completing a degree in the School of Communication you can apply before any of the monthly deadlines above for funds to support research or creative projects during the academic year. Submit your proposal to the Undergraduate Research Grant Committee using the URG online submission procedures. Proposals that are not funded by the University-wide program will be evaluated for revision/resubmission or funding by the School of Communication. The only exception to this procedure occurs if you have already won a academic year research grant
from the Office of Undergraduate Research, which renders you ineligible for another of their academic year grants. If that’s the case, note it in your proposal and send it directly to me at j-rankin@northwestern.edu. Academic year grants from the School of Communication will follow the same guidelines as the university-wide program, though Independent Study or Honors Seminar enrollment is not required.

**SoC Summer Grant Awards**

**Award Amount:** Up to $3000  
**Application Deadline:** Friday, March 14, 2014, check: [http://undergradresearch.northwestern.edu/summerurg](http://undergradresearch.northwestern.edu/summerurg)

Students who are completing a degree in the School of Communication and are interested in support for summer research and creative projects should submit proposals to the Undergraduate Research Grant (URG) Committee, administered by NU’s Office of Undergraduate Research. Proposals that are not funded through the campus-wide Office of Undergraduate Research program will be considered for SoC funding if they were submitted prior to the campus-wide deadline and reviewed. The only exception to this procedure occurs if you have already won a summer research grant from the Office of Undergraduate Research, which renders you ineligible for another of their summer grants. If that’s the case, note it in your proposal and send it directly to me at j-rankin@northwestern.edu. Projects funded by the campus-wide Office of Undergraduate Research will not be considered for additional funding from SoC sources. Unfortunately, SoC cannot provide additional funding for grantees whose research expenses exceed $3000 (e.g., for traveling or living abroad).

If you are considering applying for a summer grant, be sure to contact a potential faculty mentor soon, preferably someone whose work interests you. They should know the quality of your academic work and therefore be confident in your ability to successfully complete the proposed project. You are responsible for the ethical conduct of the research project, and if you are planning to conduct human subjects research, you will need to work with your mentor to obtain IRB approval for your project, or you will need to be added to one of their existing IRB approvals.

**International Travel**

All students planning to use an SoC Academic Year or Summer grant to travel internationally are obliged to adhere to additional requirements, including:

1. **Adherence to the University Undergraduate International Travel Policy and Procedures** related to travel located in countries with [U.S. Department of State Travel Warnings](https://travel.state.gov)

   a. If your destination is under U.S. Department of State (DOS) Travel Warning and has an International SOS Risk Rating of “High” or “Extreme,” such travel is prohibited without exception.

   b. If your destination is under a U.S. DOS Travel Warning and has an International SOS rating of “Low” or “Medium,” you may submit a Travel Permission Request via the provisions outlined in the aforementioned policy website. This process requires a separate application with its own lengthy process, and it must be in progress before you can complete this grant application.

   c. You can check the International SOS rating by following these instructions:
i. Using Firefox or Internet Explorer (some features do not work with Safari), go to [http://www.internationalsos.com/](http://www.internationalsos.com/)

ii. Log on to the Members' Website (left hand side of the homepage) by entering Northwestern's group account number (11BCAS000003)

iii. Select the Destination Country and Travel Safety in the drop-down menu and then select "Travel Advice" – you will see the color coding rating system in the center of the page

2. Registration with the Study Abroad Office’s student database (contact [Julie.Friend@northwestern.edu](mailto:Julie.Friend@northwestern.edu) at least eight weeks prior to travel for more information)

3. Registration with U.S. Department of State’s Smart Traveler Enrollment Program (STEP)

4. Enrollment in NU’s [international medical insurance plan](#) provided by HTH Worldwide

5. Participation in on-line risk management training for independent travelers (contact [Julie.Friend@northwestern.edu](mailto:Julie.Friend@northwestern.edu) at least eight weeks prior to travel for more information)

Note: Undergraduate international students (students on J-1 or F-1 visas) intending to conduct research activities in their home country are ineligible for requirements #3 and #4, and may permitted to complete a truncated review for requirement #1* if their home country is also subject to a U.S. Department of State Travel Warning.

You must ensure that you are in compliance with Step 1 contemporaneous with your grant application. Steps 2-5 will be completed after you are awarded your grant. SoC grant funds cannot be released until you send proof that these steps are completed to Jane Rankin at [j-rankin@northwestern.edu](mailto:j-rankin@northwestern.edu).

If you have any questions about the School of Communication undergraduate research grant programs, contact Jane Rankin at [j-rankin@northwestern.edu](mailto:j-rankin@northwestern.edu).