

KECK Geology Consortium Guidelines for Submission of Project Proposals

2011-2014 Seasons

Projects

Projects must be designed to engage the students in the complete research process, from identification of a topic to presentation of results at a professional meeting. Students eligible for these projects are predominantly *rising seniors at the time of application*, and must have completed the course requirements set by the project director (students must be US citizens or permanent residents). The research experience for the students begins in the spring with an introduction to the study area and goals of the project via selections from the literature and communications from the project director. Students then spend at least **four weeks** during the summer in the field and/or laboratory learning the problem, identifying their own topic, and gathering data. During the following academic year, the students continue their work as **independent research projects or senior honors theses** at their home institutions under the guidance of an on-campus sponsor. The research group continues to communicate through e-mail. The student project culminates in a paper evaluated for credit at the home institution, and production of an **abstract and poster** session at the annual Consortium **symposium**.

The Consortium offers the option of designing projects at three different sizes (Table 1). These options, however, are offered as guidelines for development and design of projects. The number of students in a project is at the discretion of the director, as long as a 3:1 student/faculty ratio is maintained and faculty from more than one institution are included. Consortium experience suggests an upper limit of twelve students per project. It is unlikely that the Consortium Representatives would approve a larger project unless there are extraordinary circumstances. Directors who will be on sabbatical during the academic year following the project must include a plan for maintaining communication with students during their leave.

It has been long-standing practice to expect that projects with multiple faculty (large and intermediate, see below) will involve collaboration by faculty at more than one institution.

Large- and intermediate-sized projects: Large- and intermediate-sized projects provide opportunities for interaction among faculty and students from different colleges and universities. The field/lab component of these projects is **four weeks**. Faculty stipends are independent of project size. Student's stipends are set at \$1,500. Other expenses are indexed to participant numbers (Table 1).

Small projects: Small projects provide the opportunity for students to work closely with a faculty member on her/his research. Projects can be reconnaissance work to support proposal submission, or work that will result in timely publication in a referred journal. Small projects must be at least four weeks long, but can be expanded to as long as eight weeks at the discretion of the director. Budget guidelines (Table 1) are based on a four-week project. Project directors considering longer projects should work with the Consortium Director while developing a budget. Because of the small project size, the director stipend is less than those for larger projects (Table 1). Student stipends are the same as for other projects. Other expenses are indexed to participant number.

Project Proposal content and format: Proposals should be formatted as follows:

Project description including:

brief discussion of geology,
goals and significance of the project,
details of possible student projects (include details of student activities – field mapping, sample collection, sample analysis etc; and questions each student project will address),
comments about how individual student projects will be synthesized into a total product, and references.

Project Logistics:

faculty committed to or interested in working on the project and areas of expertise.
number of students,
approximate project dates and
location (remote backcountry, camping, housed on campus etc.).

Budget: Use the guidelines below (Table 1), keeping an eye on the bottom dollar amount for the project size you propose. The participant support costs (travel to site, travel at site, room and board) may be reallocated as long as the final budget does not change from the maximum amount indicated. If you have matching funds available for projects that are more expensive than the budget limit, please indicate the source and use of those funds. It is expected that the \$950/student category of ‘other expenses’ will be used for required analyses for your project, particularly if you expect to incur geochemical or other costly analytical expenses.

While you do not need to have commitments from project faculty when you submit the proposal, it is best to have faculty in place if at all possible. Typical proposals are five to seven pages in length, and include figures, tables, and references. Please include the budget on a separate page.

Table 1. Budget Guidelines for Large, Intermediate and Small Keck Summer Projects

<u>I. Stipends</u>	<u>Unit Cost</u>	<u>Large (9 Student) Project</u>		<u>Intermediate (6 Student) Project</u>		<u>Small (3 Student) Project</u>	
		<u>no.</u>	<u>Total Budget</u>	<u>no.</u>	<u>Total Budget</u>	<u>no.</u>	<u>Total Budget</u>
Project Director	\$6,500.00	1	\$6,500.00	1	\$6,500.00	1	\$4,000.00
Faculty	\$4,000.00	2	\$8,000.00	1	\$4,000.00		
Student	\$1,500.00	9	\$13,500.00	6	\$9,000.00	3	\$4,500.00
II. Travel							
Faculty to site	\$500.00	3	\$1,500.00	2	\$1,000.00	1	\$500.00
Student to site	\$500.00	9	\$4,500.00	6	\$3,000.00	3	\$1,500.00
At site	\$500.00	12	\$6,000.00	8	\$4,000.00	4	\$2,000.00
III. Room & Board							
Faculty	\$850.00	3	\$2,550.00	2	\$1,700.00	1	\$850.00
Students	\$850.00	9	\$7,650.00	6	\$5,100.00	3	\$2,550.00
IV. Other Expenses							
Students	\$950.00	9	\$8,550.00	6	\$5,700.00	3	\$2,850.00
TOTAL PROJECT BUDGET			\$58,750.00		\$40,000.00		\$18,750.00